



NATRONA COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA

Paul Bertoglio, Commissioner
Forrest Chadwick, Commissioner
Rob Hendry, Commissioner
Matt Keating, Commissioner
John H. Lawson, Commissioner

Tuesday, March 6, 2018 5:30 p.m.
Natrona County Courthouse, 200 North Center, Casper, Wyoming
2nd Floor, District Courtroom #1

I. CALL MEETING TO ORDER

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

IV. APPROVAL OF CONSENT AGENDA

V. PUBLIC HEARINGS

A. CUP17-8 a request by the City of Casper for a Conditional Use Permit to install a new water tank and booster pump station as part of the East Zone III Improvement Project. The water tank address is 2992 S E WY Blvd with the pump station being located at 2600 Country Club Road.

VI. LICENSE

A. City of Casper-16" Water Transmission Line-South McKinley St./31st Street/Allendale Blvd-Lic #

VII. PUBLIC COMMENTS

VIII. COMMISSIONER COMMENTS

IX. ADJOURNMENT



**NATRONA COUNTY
BOARD OF COUNTY COMMISSIONERS**

Paul Bertoglio, Commissioner
Forrest Chadwick, Commissioner
Rob Hendry, Commissioner
Matt Keating, Commissioner
John H. Lawson, Commissioner

CONSENT AGENDA

Tuesday, March 6, 2018 5:30 p.m.
Natrona County Courthouse, 200 North Center Street, Casper, Wyoming
2nd Floor, District Courtroom #2

I. APPROVAL OF FEBRUARY 20, 2018 MEETING MINUTES

II. APPROVAL OF BILLS - \$2,727,721.43

III. CONTRACTS, AGREEMENTS, RESOLUTIONS

- A. Alcova Reservoir Concession Contract – Alcova Resort, LLC
- B. First Amendment to CodeRed Services Agreement and CodeRed Weather Warning (CRWW) Service Addendum (Onsolve, LLC) (Emergency Operations Plan (EOP))
- C. Non Exclusive Access Easement – Rosemary J. Saul
 - a. Amendment to Non-Exclusive Easement between NC and Rosemary J. Saul

IV. STATEMENT OF EARNINGS TOTALING \$17,025.88

Mtn/Parks	\$163.00
Planning	\$16,202.88
Lake	\$350.00
Cooperative Extension	\$310.00

V. PETITION AND AFFIDAVIT FOR CANCELLATION OF TAXES

TOTALING \$4,527.81: 2013 CZABAN, ROZMARING \$764.36; 2014 CZABAN, ROZMARING \$915.76, \$915.76, \$915.76, \$1,016.17

**BOARD OF COUNTY COMMISSIONERS
MINUTES OF PROCEEDINGS**

February 20, 2018

The regular meeting of the Board of County Commissioners was brought to order at 5:30 p.m. by Chairman Lawson. Those in attendance were Commissioner Rob Hendry (via phone), Commissioner Matt Keating, Commissioner Paul Bertoglio, Commissioner Chadwick, County Attorney Eric Nelson, County Clerk Renea Vitto and Commissioners' Assistant Michelle Maines.

Consent Agenda:

Commissioner Chadwick moved for approval of the Consent Agenda. Commissioner Bertoglio seconded the motion.

Public Hearings:

RETAIL LIQUOR LICENSES:

ALCOVA RESORT LLC, dba ALCOVA LAKESIDE MARINA; C. C. COWBOYS, INC. dba RACKS; GRACE PARTNERS LLC. dba SKY TERRACE; THE SHOE, INC. dba THE HORSESHOE BAR; HENDERSON IRREVOCABLE TRUST dba LAZY 8; NORTHERN DREAMS; ON THE ROCKS, INC dba SUNSET GRILL; C. LEANN MOSES dba MOUNTAIN HOME; RICHARDSON & RICHARDSON, INC dba HILAND'S BRIGHT SPOT; GREY REEF OUTFITTERS INC, dba NORTH PLATTE LODGE

RESTAURANT LIQUOR LICENSE:

RONALD STRANG dba BLACK GOLD GRILLE

LIMITED RETAIL LIQUOR LICENSE:

CASPER BOAT CLUB; CASPER COUNTRY CLUB

RETAIL COUNTY MALT BEVERAGE PERMITS:

Black Ops, LLC dba SLOANE'S GENERAL STORE; PATHFINDER BOAT & FISHING CLUB; NATRONA COUNTY FAIR ASSOCIATION dba CENTRAL WYOMING FAIR & RODEO

Clerk Vitto reported these are standard annual license renewals; County has met all requirements and has received no comments from Liquor Commission or Sheriff in favor or opposition. Clerk Vitto recommended approval of all the liquor license renewals.

Hearing no comments in favor or opposition, Chairman Lawson closed the public hearing.

Commissioner Chadwick moved to approval of the licenses. Commissioner Bertoglio seconded the motion. Motion carried.

Hearing no further comments, Chairman Lawson closed the public hearing.

Public Comments:

Chairman Lawson opened the floor to Public Comments.

Hearing no comments the floor was closed.

Commissioner Comments:

Chairman Lawson opened the floor to Commissioner Comments.

Hearing no further comments the floor was closed.

Adjournment:

There being no further business to come before the Board of Commissioners, Chairman Lawson adjourned the meeting at 5:41 p.m.

BOARD OF NATRONA COUNTY COMMISSIONERS

John H. Lawson, Chairman

ATTEST:

NATRONA COUNTY CLERK

Renea Vitto

12-24 CLUB	2,836.29
1890	158.40
71 CONSTRUCTION	138.60
A&I / ST OF WY ENT TECH	36.57
AAA SEWER & DRAIN SERVICE	210.00
ABC LEGAL SERVICES	510.00
ACE HARDWARE	6.98
ADVANCED HYDRAULIC & MACHINE	5.78
AFLAC PREMIUM HOLDINGS	6,473.80
AG DEPT	8,873.52
AIRGAS USA	414.18
ALCOHOL & DRUG TESTING	9,789.65
ALL AREA PROCESS SERVICE	650.00
ALL OUT FIRE	813.00
ALSCO	192.03
AMBI MAIL & MARKETING	3,470.29
AMERIGAS - 5221	5,070.40
AMERI-TECH EQUIPMENT	394.03
API SYSTEMS INTEGRATORS	98.00
ASSESSOR	47,830.95
ATLAS OFFICE PRODUCTS	1,226.66
AXIS FORENSIC TOXICOLOGY	610.00
BAR NUNN, TOWN OF	1,451.28
BENNETT, THOMAS L MD	1,864.59
BLACK HILLS ENERGY	18,167.63
BLOEDORN LUMBER - CASPER	19.94
BOB BARKER COMPANY	198.39
BROWN, JACQUELINE K	5,349.84
CA CONTRACTORS	295.86
CA STATE DISBURSEMENT	378.00
CALL2TEST	120.40
CAPITAL BUSINESS SYSTEMS/CHEYENNE	1,547.31
CASPER MEDICAL IMAGING PC	2,320.24
CASPER- NC HEALTH	48,825.00
CASPER ORTHOPAEDIC ASSOC	486.77
CASPER STAR TRIBUNE/CASPER	2,236.48
CASPER TIRE	2,704.00
CASPER/NC INTERNATIONAL AIRPORT	3,519.00
CASTEEL II, ROBERT S	5,300.00
CENTER PRINTING	394.05
CENTURYLINK BUSINESS SERVICES	284.60
CENTURYLINK/SEATTLE	5,065.39
CHARTER COMMUNICATIONS	274.59
CHAVIS, TRICIA	243.14
CHILD SUPPORT ENFORC	52,769.34

CIRCUIT COURT OF THE SEVENTH	535.48
CITY DIRECTORIES	370.00
CITY OF CASPER	35,940.56
CIVIL AIR PATROL MAGAZINE	145.00
CLERK OF COURT/ADMIN	42,916.34
CLERK OF DISTRICT COURT	3,649.94
CLERK/ADMIN	61,693.15
COASTAL CHEMICAL	1,334.76
COCA-COLA BOTTLING	269.15
COLONIAL LIFE INS & ACCIDENT	175.02
COMM/ADMIN	12,991.64
COMM/COUNTY ATTORNEY	21,680.10
COMM/COUNTY DEVELOPMENT	32,239.92
COMM/MAINT.SALARIES	27,658.27
COMMERCIAL REFRIGERATION	419.68
COMMUNICATION TECHNOLOGIES	709.93
COMMUNITY ACTION PARTNERSHIP	40,109.00
COMMUNITY EDUCATION CENTERS	2,680.12
CORONER	16,210.71
COTTON, TIMOTHY C PC	6,934.74
COWBOY CHEMICAL	1,846.25
CRUM ELECTRIC SUPPLY	131.87
DAVE LODEN CONSTRUCTION	50,750.00
DAYTON TRANSMISSION	81.60
DELUXE	1,481.68
DEWITT WATER SYSTEMS & SERVICE	145.50
DOOLEY OIL/CASPER	16,343.32
DRUG COURT	20,583.05
DRUG TESTING SVCS NC	70.00
EAGLE UNIFORM & SUPPLY	403.80
EMERGENCY MEDICAL PHYSICIANS	4,008.00
ENTENMANN-ROVIN	461.50
ESSENCE OF LIFE RLLP	1,000.00
EXTREME PERFORMANCE	310.96
FASTENAL	93.50
FEDERAL EXPRESS CORP/PALATINE	39.37
FERGUSON ENT #109	657.22
FIRST INTERSTATE BANK	3,350.00
FLEETPRIDE	83.52
FOOD SERVICES OF AMERICA	3,405.97
FOXIT SOFTWARE	1,470.80
GARLICK LAW OFFICE, PC	250.00
GENEVA WOODS LTC & MEDSET	23,040.28
GRAINGER	4,629.58
GREEN'S SEWER & DRAIN SVC	236.00

GREENUP, JENNIFER LYNN	5,000.00	R&B/PARKS DEPT	14,075.40
HARDEN, CHAD E	5,300.00	R&B/VEHICLE SERVICE	15,557.13
HEALTHSMART BENEFIT SOLUTIONS	768.00	REED'S WRAPS & CUSTOM GRAPHICS	57.70
HENSLEY BATTERY	288.75	REYNOLDS, WAYNE	54.56
HIGH PLAINS POWER	982.87	ROCHELLE LAW OFFICES PC	483.10
HITEK COMMUNICATIONS	2,622.00	ROCKY MOUNTAIN POWER	4,981.88
HOMAX OIL SALES	2,395.03	SAFE RESTRAINTS	1,412.12
HOOD'S EQUIPMENT	470.80	SECRETARY OF STATE	30.00
HOSE & RUBBER SUPPLY	11.21	SECURITY TRANSPORT	1,684.60
HOWARD SUPPLY	117.52	SHAMROCK FOODS	20,896.44
ICMA RETIREMENT TRUST-457	1,230.00	SHERIFF/ADMIN	278,388.02
INFOR TECH	37,872.49	SHERIFF/COURTHOUSE SECURITY	55,868.67
INSTACARE CENTER OF CASPER	170.00	SHERIFF/EMERG MANAG	10,568.08
ISC, VENTURE TECHNOLOGIES	11,400.00	SHERIFF/NEW JAIL	395,660.41
JACK'S TRUCK & EQUIP	67.92	SHOWTIME INDUSTRIES	1,074.00
JOHNSON CONTROLS/DALLAS.	5,009.58	SINCLAIR FLEET TRACK	232.20
JOHNSON, BRETT	653.92	SONNY'S RV SALES	5,400.51
KIESTER, JILL	511.10	SOURCE OFFICE & TECHNOLOGY	1,297.83
LEON UNIFORM COMPANY	143.98	STOTZ EQUIPMENT	102.11
LIFETIME HEALTH & FITNESS	1,134.30	SUMMIT ELECTRIC	1,849.14
LUDWIG, TYLER MARTIN	192.24	SUTHERLANDS	113.75
MATTHEW BENDER & /DALLAS	98.43	THOMSON REUTERS - WEST	981.91
MCCARTHY, DAVID PC	265.69	TLC CLEANING	23,500.00
MCMURRY READY MIX	59,844.24	TREASURER	45,806.00
MERBACK AWARD	54.45	TWO WAY RADIO SERVICES	185.00
MICHAELS FENCE & SUPPLY	5.00	UNITEDWAY OF NC	147.02
MIDWEST MEDICAL SUPPLY	587.03	VALIC	75.00
NAPA AUTO PARTS	741.77	VERIZON WIRELESS/DALLAS	141.55
NC EMPLOYEE	299,423.00	VITTO, RENE A	248.24
NC TREASURER	314,499.10	W.B. MASON COMPANY	21.99
NORCO, SLC, UT	1,815.86	WARRIOR KIT SAFETY & SURVIVAL GEAR	485.00
ORACLE AMERICA	215.43	WEAR PARTS	177.61
ORCHARD TRUST	9,236.47	WESTERN WY LOCK & SAFE	145.50
OUTPATIENT RADIOLOGY	3,663.71	WILLIAMS, PORTER, DAY & NEVILLE, PC	250.45
PARK STREET LAW OFFICE	6,938.35	WILLOUGHBY, PHILLIP T.	8,500.00
PEDEN'S	130.00	WIMACTEL	140.00
PEPPER TANK & CONTRACTING/GNB DBA	3,060.00	WONDER WASH	23.40
PLANSOURCE NGE	1,630.25	WOOD, CINDY ATTNY AT LAW	5,376.86
PORTER, MUIRHEAD, CORNIA & HOWARD	25,600.00	WORTHINGTON, LENHART & CARPENTER,	300.50
POWDER RIVER SHREDDERS	356.50	WYO DEPT OF WORKFORCE SERVICES	36,253.10
PRINTWORKS	3,597.65	WY CHILD SUPPORT STATE DISBURSEMENT UNIT	1,010.00
PROCESS SERVICE OF WY	2,475.00	WY COUNTY COMMISSIONERS ASSOC	300.00
PROFORMA	889.64	WY HEALTH MEDICAL GROUP/CONWELL	583.00
PYROTECHS	145.00		
R&B/ADMIN	68,974.09		
R&B/LAKE	5,348.91		

WY LAW ENFORCEMENT ACADEMY	1,769.00	WYO STEEL RECYCLING IRON &	83.65
WY ORAL & MAXIOFACIAL	2,175.00	WYO SURGICAL ASSOC PC	113.00
SURGERY		YOUTH CRISIS CENTER	2,505.59
WYO RENTS	800.50		
WYO RETIREMENT SYSTEM	212,735.38		2,727,721.43

ALCOVA RESERVOIR CONCESSION CONTRACT

1. **Parties.** The parties to this contract are Natrona County ("County") and Alcova Resort, LLC ("Concessionaire"). The parties' respective contact information is:

Natrona County Parks Dept.
538 SW Wyoming BLVD
Mills, WY 82644
307-235-9311

Alcova Resort, LLC
6861 Trevett LN
Casper, WY 82604
307-262-7904

2. **Recitations.**

- A. County entered a contract with the United States, Department of the Interior, Bureau of Reclamation ("Reclamation") for the management, development, operation and maintenance of recreation and related improvements and facilities at Alcova, Pathfinder, and Gray Reef Reservoirs¹, Natrona County, Wyoming. That contract is identified as "Management Agreement No. 15-LM-60-2364" ("Management Agreement").
- B. This Contract is contingent upon the Management Agreement remaining in effect. This Contract automatically terminates upon termination or expiration of the Management Agreement.
- C. This Contract is subordinate to the Management Agreement.
- D. Reclamation retains all of its rights, including, but not limited to its right to:
- i. Access and enter all property governed by the Management Agreement;
 - ii. Close all or part of the property governed by the Management Agreement;
 - iii. Revise the boundaries of the Operations Area defined by the Management Agreement;
 - iv. Regulate the water level and allow fluctuation of Alcova Reservoir as Reclamation deems appropriate for its operation. Neither Reclamation nor County will be liable for any damage caused by the level of Alcova Reservoir and/or flooding, and Concessionaire will not be entitled to any reduction or suspension of fees it owes County;
 - v. No financial obligation or risk will reside with the Federal Government for reimbursement for fixed assets or personal property as a result of the County awarding a concession contract;
 - vi. Reclamation will not stand in stead for the County should the Management Agreement expire or be terminated as per Management Agreement Section 19g.
- E. The Management Agreement identifies land and facilities to be used for the benefit of the visiting public. Attached *Exhibit A* shows the boundaries of the area this Contract concerns that will be used as a marina for the benefit of the visiting public

¹ The Management Agreement uses both "reservoir" and "lake" to refer to the same Alcova body of water.

("Concession Area"). There will be no alteration of boundaries as described in 6. D. iv.

F. County may permit a third party limited use of land and facilities to provide appropriate services, goods, and facilities for the use of the visiting public.

i. Limited use authorization does not convey ownership or other interest in the Federal real property.

ii. Limited use authorization does not provide an automatic right of renewal.

iii. Limited use authorization is fully revocable at the discretion of Reclamation.

iv. Limited use authorization shall be consistent with Reclamation's Resource Management Plan.

v. The Contract must be approved by Reclamation before issuing or renewing.

G. County published a request for proposals ("RFP") to operate and maintain the Concession Area. The RFP packet is attached as *Exhibit B*.

H. Concessionaire submitted a proposal ("Proposal") in response to the RFP. Concessionaire's Proposal includes offering services and suggesting alterations not contained in the RFP.

I. County desires to enter a contract with Concessionaire on the terms in this Contract. This Contract is NOT authorization for Concessionaire to provide services or alter the Concession Area other than as set forth in the RFP. Concessionaire shall request and obtain approval in accordance with this Contract prior to providing any other service and/or altering the Concession Area.

3. **Purpose of Contract.** The purpose of this Contract is for County to permit Concessionaire limited use of the Concession Area and for Concessionaire to provide goods, services, and facilities for the use of the visiting public and maintain the Concession Area in accordance with the RFP and this Contract. In consideration of the mutual covenants herein, the parties enter this Contract.

4. **Effective Date and Term of Contract.** This Contract becomes effective upon the date of the last required signature. This Contract terminates on May 19, 2041.

5. **County's Obligation(s).** County permits Concessionaire limited use of the Concession Area for the purpose of operating a marina for the visiting public and providing the following goods, services and facilities:

A. Operating a marina includes providing the following goods, services, and facilities:

- i. RV parking with daily, weekly, monthly and seasonal rates;
- ii. Seasonal boat docking;
- iii. Seasonal personal watercraft docking;
- iv. Air compressor service;
- v. Marine battery sales and charging;
- vi. Gas, oil, and propane sales;
- vii. Grocery, picnic supplies, and toiletries sales;
- viii. Crushed ice, ice cream, and cold drinks sales;

- ix. Packaged liquor, beer, and wine sales (so long as the Concessionaire has the appropriate liquor license);
 - x. Water toys, tubes, floats, and knee boards sales;
 - xi. Swimwear, shorts, and other clothing sales;
 - xii. Fishing licenses, fishing tackle, and fishing bait sales;
 - xiii. Full service, buffet or take out restaurant;
 - xiv. Banquet facilities;
 - xv. Lounge;
 - xvi. Public access to a phone for emergency use;
 - xvii. Watercraft dry storage;
 - xviii. Fishing boats, pontoon boats, and personal watercrafts rentals; and
 - xix. Display of not more than seven watercraft available for sale or rent.
 - xx. Sale of personal property other than the approved concessions inventory is prohibited on the Federal estate. No party will be permitted to sell personal property, including vehicles, manufactured or mobile homes, house trailers, travel trailers, boats, or personal water craft, on the Federal estate.
 - xxi. No off road vehicles shall be available for rent or sale to the public.
- B. The County shall review and approve the Concessionaire's provisions of the goods, services, and facilities as outlined in other sections of this Contract.
- C. Annual reviews and evaluations shall be conducted by the County and Reclamation. Operational and/or administrative deficiencies noted by the review are to be corrected by the Concessionaire in accordance with an established timetable.
- D. There shall be no favoritism shown to anyone.
6. **Concessionaire's Obligation(s).** In exchange for County permitting Concessionaire limited use of the Concession Area, Concessionaire shall operate a marina and provide the services listed above in Paragraph 5. Additionally, Concessionaire shall:
- A. **ANNUAL FEE.** Concessionaire shall pay County an annual fee for each Contract year no later than May 19th - the first day of that Contract year. Concessionaire shall pay:
 - i. For the first Contract year \$12,850.00;
 - ii. This contract requires an adjustment in the annual contract fee. Every year, it shall be adjusted using the Wyoming Office of State Lands and Investments weighted 10-year average escalator rate for special use leases, unless not available, then other methods of inflation adjustment may be utilized upon mutual agreement by both Reclamation and the County.
 - iii. Fees are nonrefundable.
 - B. **ACCESS.** Concessionaire grants to County, Reclamation and its agent(s) reasonable access to the Concession Area. Access includes going onto the Concession Area and into facilities at reasonable times whether or not the Concessionaire is present. While accessing the Concession Area, County and its agent(s) may inspect any part of the Concession Area.
 - C. **MASTER PLAN.** No later than June 30, 2018, Concessionaire shall submit a Master Plan to County for the current concession area.

- i. Concessionaire shall meet with County and mutually develop such Master Plan. Reclamation will need to be involved upfront to ensure compliance with federal laws, regulations, policies and D&S's.
 - ii. The Master Plan shall identify (1) how Concessionaire intends to develop the Concession Area, (2) what processes are required for such development, (3) the stages of implementing such development, and (4) a timeline of when Concessionaire intends to begin and complete each stage of development.
 - iii. Periodically, and no less than every five years, the Concessionaire shall meet with the County, and the County shall include Reclamation up front to mutually update and, if agreed, revise the Master Plan.
 - iv. A Master Plan must be approved by Reclamation prior to implementing the Master Plan. County will submit all Master Plans to Reclamation. If Reclamation does not approve a Master Plan, Concessionaire and County shall meet again and revise the Master Plan in a manner that resolves Reclamations objections to the initial Master Plan.
 - v. Regardless of a Master Plan, Concessionaire shall comply with the alteration provisions of this Contract.
- D. ALTERATION TO CONCESSION AREA. Concessionaire may alter² the Concession Area only in accordance with the current approved Master Plan. However, Concessionaire shall obtain written approval from the County and the County shall receive Reclamation's approval prior to making any alteration to the Concession Area. Concessionaire shall request such approval in writing to the County and shall state who will perform the alteration, and include appropriate plans, designs, drawings, and/or schedules.
- i. Along with meeting all other legal requirements and restrictions, any alteration will have to comply with environmental and historic preservation laws and meet or exceed the requirements of the Architectural Barriers Act (ABA).
 - ii. Before landscaping the concession area, the Concessionaire shall submit work plans to the County and the County shall request and receive clearance approval from Reclamation before any ground disturbance occurs.
 - iii. Concessionaire shall not change the use of the Concession Area.
 - iv. There will be no expansion beyond the existing Concession Area boundaries set in the current approved Master Plan until a new planning effort is completed, Reclamation approves such an expansion, and the concession contract is re-advertised.
- E. MAINTENANCE. Concessionaire shall maintain and repair all facilities and land within the Concession Area in a manner satisfactory to County.

² Alter includes, but is not limited to, development, demolition, removal, construction, and remodeling.

- i. Annually, Concessionaire shall prepare a maintenance³ and repair plan ("MR Plan") for the Concession Area that is acceptable to County. County shall not unreasonably withhold its acceptance of Concessionaire's MR Plan. If County rejects Concessionaire's MR Plan, the County will provide a specific explanation for the rejection and Concessionaire shall promptly revise and resubmit an MR Plan until it is acceptable to County. Concessionaire shall submit its first MR Plan to County by April 14, 2018 and, thereafter, annually by April 14th. If Concessionaire fails to submit an MR Plan that is acceptable to County, after an opportunity to revise the MR Plan, it constitutes a material breach of this Contract by Concessionaire.
 - ii. Annually, Concessionaire shall prepare and submit to County a reasonable maintenance and repair schedule that will accomplish the MR Plan during the MR Plan year.
 - iii. Pest & Weed Control: Concessionaire shall be responsible for managing vermin and other pests, including weeds on all lands and facilities within the concession area. All pest management and weed control shall be in agreement with the approved Integrated Pest Management (IPM) plan adopted by the County. The IPM shall be in agreement with the current Reclamation Management Agreement as amended and any pesticide application shall be in accordance with the Reclamation approved IPM plan.
- F. EQUIPMENT AND INVENTORY. Concessionaire shall mount wheels or skids on its equipment and inventory so that it could move its equipment and inventory to higher ground without special moving equipment. Whether Concessionaire moves its equipment and inventory is in its sole discretion. Regardless, neither County nor Reclamation will be liable for any damage to facilities, equipment or inventory.
- G. MARINA HOURS OF OPERATION.
- i. Concessionaire shall operate the Marina facilities, at a minimum, annually from May 15th through September 15th ("Season"). Concessionaire may operate the Marina facilities outside of the Season as it deems reasonable as long as public water and public sewer are available at that time.
 - ii. During the Season, Concessionaire shall operate the Marina every day according to the following schedule:
 - a. Monday through Thursday: Marina rental – 7:00 a.m. to 7:00 p.m.; Restaurant – 8:00 a.m. to 8:00 p.m.; Convenience Store – 8:00 a.m. to 5:00 p.m.; Bar – 11:00 a.m. to 10:00 p.m.; and Package Liquor – 8:00 a.m. to 5:00 p.m.;
 - b. Friday through Sunday: Marina rental – 7:00 a.m. to 7:00 p.m.; Restaurant – 7:00 a.m. to 8:00 p.m.; Convenience Store – 7:00 a.m. to 7:00 p.m.; Bar – 11:00 a.m. to 11:00 p.m.; and Package Liquor – 7:00 a.m. to 7:00 p.m.

³ "Maintenance" includes (a) maintaining the inside and outside of facilities and the contents of the facilities in good working order, (b) reasonable, routine cleaning of facilities and contents of the facilities, (c) reasonable upkeep of the property grounds including control of noxious weeds, and (d) keeping the Concession Area litter free and reasonably removing trash collected in the Concession Area.

- c. The Concessionaire at its discretion may have extended hours to meet additional public demands with the consent of the County. ;
- iii. Concessionaire shall temporarily suspend Marina operations if, in the opinion of Concessionaire, County, or Reclamation, conditions at the Marina pose an unreasonable risk to the public. Concessionaire shall resume operations promptly once the unreasonable risk ceases. If the unreasonable risk exceeds 60 days due to Concessionaire's action or lack of action, County may terminate this Contract.

H. STAFFING.

- i. During hours of operation, Concessionaire shall staff the Marina adequately to meet the public demand.
- ii. While working, Concessionaire and its employees shall dress appropriately. Staff shall wear clean clothes and a name tag that identifies them by name and as an agent of Concessionaire.
- iii. Concessionaire and its employees shall behave in an appropriate professional manner which includes, but is not limited to, speaking in a courteous manner at a reasonable volume, not using curse words, and not discussing topics which are not appropriate for all ages. Additionally, Concessionaire and its employees shall behave appropriately and responsibly at all times while at the Concession Area.
- iv. Concessionaire shall not employ, contract, or otherwise engage any Reclamation employee or family member in a manner that would provide compensation or favoritism to those individuals.

I. MARINA OPERATIONS.

- i. Concessionaire shall personally attend to the business operations of the Marina and its obligations under this Contract. Concessionaire shall perform all of its obligations in a manner to provide high quality service.
- ii. The Concessionaire shall operate and maintain the concession area and facilities in a manner that will provide the maximum service and benefit to the public.
- iii. Concessionaire shall promptly cease operations or part of operations if directed to by County to protect the health, safety, and/or welfare of the public.
- iv. Prices:
 - a. Concessionaire shall charge prices for goods, services, use, and rentals that are comparable to those at similar facilities. Concessionaire shall provide a list of the prices to County annually by April 14th and obtain the County's approval for the prices. County shall have 14 days from the date of receipt of the prices to grant approval or require additional information. If a reply is not received within the 14-day period, approval is deemed to be granted. Concessionaire may adjust prices based on actual market value charged to them.

- b. If County objects to a price, Concessionaire will be notified and amount justified.
 - c. Concessionaire shall post in an appropriate and conspicuous location a schedule of all use and rental fees.
 - d. Concessionaire shall post and/or display in a reasonably conspicuous and appropriate location the price and any other charge for most of its goods and services.
 - e. Any discounts offered on goods and services shall be available to all members of the public and shall be approved by the County.
- v. Concessionaire shall rent boats, Jet Skis, and other watercraft and equipment approved by County. Concessionaire may only rent a boat, Jet Ski, or other watercraft that:
 - a. is equipped with and has on board all safety equipment required by State laws and regulations,
 - b. is properly registered and numbered, and
 - c. rental watercraft has required functional safety devices as required by Wyoming Game and Fish Commission for boating.
- vi. Concessionaire shall operate a restaurant.
- vii. Concessionaire may sell liquor if Concessionaire has a current liquor license for that type of sale.
- viii. Concessionaire shall operate a convenience store.
 - a. Concessionaire shall have available to sell fishing tackle, gear, and bait; boating and safety equipment such as shear pins, propellers, fire extinguishers; and U.S. Coast Guard approved personal and throwable flotation devices.
 - b. Concessionaire shall have available for sale a variety of other items. Concessionaire shall provide County a list of all items it wants to sell. County may prohibit sale of any item that County deems inappropriate.
 - c. Concessionaire shall not sell beverages in glass containers with the exception that it may sell beverages in glass containers in the restaurant for consumption in the restaurant.
 - d. Concessionaire shall store and handle all fuel and oil in a manner to prevent spills and comply with applicable rules and regulations. Concessionaire is responsible for all spills.
- ix. Concessionaire shall operate the restaurant and convenience store in a manner that meets or exceeds the rules and regulations of the Casper/Natrona County

Health Department ("CNCHD") and U.S. Public Health Services. Concessionaire shall cooperate with CNCHD whenever CNCHD is at the Concession Area to inspect anything there.

- x. Concessionaire shall meet at least annually by April 14th with County and discuss the goods, services, and rentals that Concessionaire is currently providing and whether anything should be added or omitted. Concessionaire shall comply with all reasonable changes directed by County.

J. SEASONAL RECREATIONAL VEHICLE (RV) SITES AND BOAT/PERSONAL WATERCRAFT DOCKING

- i. Concessionaire shall rent boat slip spaces in accordance with the approved current Master Plan.
- ii. Concessionaire shall rent RV spaces in accordance with the approved current Master Plan.
- iii. Concessionaire shall obtain approval from the County for the contract form for the RV and docking site contracts.
- iv. RV and dock locations shall be noted on the Master Plan and new sites must be approved as part of an updated Master Plan.
- v. Boat and personal watercraft docking may be allowed between April 15th and October 15th as the concessionaire deems reasonable based on water elevation fluctuations (historically April 1 and October 1 of each year) with first right of renewal for the site that they occupied the previous year, until such time as the renter terminates the contract. New dock renters may be granted for up to 6 months with no right of first refusal or any other renewal clause.
- vi. The existing, seasonal 29 RV site renters are recognized by the County as seasonal RV rentals which may be rented for up to 6 months and have the first right of renewal for the site that they occupied the previous year, until such time as the renter terminates the contract. Concessionaire may terminate a rental agreement based upon just cause. Upon termination, the site can be rented but without a first right of renewal. In addition, once a new or existing site rental contract is terminated, the trailers and other personal property shall be removed from the sites between October 15 and April 15th of each year and the site should not be used during this timeframe. By April 1st, the Concessionaire will provide the County a list of trailer renters annually, designating those who are still returning on a first right of renewal basis.
- vii. Concessionaire may allow a seasonal RV renter to stay overnight on the RV site during the seasonal operation period from April 15th to October 15th as long as water and sewer are available at that time and the Concessionaire is operational. The RV site should not be used from October 16th through April 14th.

- viii. If additional seasonal RV sites within the current concession areas are approved by the County and Reclamation during the term of this contract, new seasonal RV sites shall be granted up to a 6 month seasonal rental with no right of first renewal or other renewal clause. The trailers and other personal property shall be removed from the sites between October 15th and April 14th of each year and the site should not be used during this timeframe.
- ix. The Concessionaire shall not allow any rental assignments, transfers, or name additions to the docking or RV site rental agreement.
- x. A lottery system shall be used every year thereafter once the right of first renewal is no longer applicable. The County shall monitor the process and it shall be open to any interested party. All sites shall then be awarded to the winners of the lottery. No preference shall be given in the lottery to any of the prior renters.

a. Dock and RV Lottery Process

- i. Concessionaire shall advertise and maintain a list of people's names who want to rent one of the newly vacated RV or dock spaces -. The deadline to add a name to the list is December 31st for the upcoming Season (e.g. 12/31/18 is the deadline for the 2019 Season lottery).
- ii. Concessionaire shall randomly select a name from the respective list for each available site. No preference shall be given to anyone.
- iii. If a person whose name was selected does not sign a rental contract within two weeks and pay the site rent, Concessionaire shall randomly select another name for the respective list.

K. EMPLOYEE HOUSING

- i. There is no employee housing. Any future requests shall be included in the Master Plan and approved by the County and Reclamation. Only seasonal housing requests will be considered.

L. ADVERTISING.

- i. Concessionaire shall display the Reclamation logo or name and the County logo or name at all Marina entrances used by the public.
- ii. Concessionaire shall obtain written approval from County prior to posting any type of advertising sign anywhere on the Concession Area. Such signs will comply with the *Wyoming Recreation Commission Sign Manual*.
- iii. Any new or replacement outdoor signs or other forms of advertising on the Federal estate must be approved by Reclamation before they are displayed.
- iv. Concessionaire shall obtain written approval from County prior to employing, using, or allowing advertising at the Concession site.

- M. UTILITIES. Concessionaire shall provide trash collection and removal, water, and sewer as supplied by the County systems, and electrical for the Concession Area when the Marina is operating. All trash receptacles shall be covered, and the main trash receptacle area for the restaurant shall be contained within a screened windproof area with no litter.
- N. TAXES AND OTHER COSTS. Concessionaire shall pay all taxes related to its use of the Concession Area and operation of the Marina. Concessionaire shall pay all permit fees and other costs related to its use of the Concession Area and operation of the Marina.
- O. RECORDS AND REPORTING. Concessionaire shall maintain operational records in accordance with generally accepted accounting principles either itself or by a certified public accountant.
- i. Annually, by Jan 31st, Concessionaire shall provide County with a report showing all receipts and expenditures for the Concession Area and Marina operations.
 - ii. Concessionaire shall allow County to inspect Concessionaire's records at any reasonable time without notice.
 - iii. Financial reports and records necessary for management and oversight of the concession must be maintained and available to the County and to Reclamation upon request. At a minimum, the Concessionaire shall provide information to the County in order to complete Reclamation's Annual Financial Report form(s).
 - iv. Recreation Use Data Report: the County shall require the Concessionaire to provide information to the County necessary to complete Reclamation's Recreation Use Data Report, Part II - Concessionaires prior to February 15 of each year for the previous year's information.
- P. INSURANCE. Concessionaire shall maintain the following insurance and name County and Reclamation as additional insureds on all policies.
- i. Comprehensive general liability insurance for liability claims related to performance of this Contract in a minimum amounts of:
 - a. One million dollars (\$1,000,000.00) for injury or death to one person;
 - b. Two million dollars (\$2,000,000.00) for injury or death to more than one person; and
 - c. One million dollars (\$1,000,000.00) for third-party property damage.
 - d. When County Risk Management or Reclamation Risk Management establishes higher minimum amounts of coverage, the County will notify the Concessionaire as soon as possible.
 - ii. Property damage insurance for the facilities and fixtures on the Concession Area in a minimum amount of the replacement value of the facilities and fixtures on the Concession Area excluding the docks.

- iii. Vehicle insurance for operation of a vehicle related to performance of this Contract in a minimum amount per occurrence of \$500,000/person, \$500,000 property damage.
- iv. If the maximum liability amount set forth in Wyo. Stat. § 1-39-118 increases above the established comprehensive general liability insurance, Concessionaire shall increase its insurance coverage to the new amount.
- v. All liability policies will provide that the insurance company will have no right of subrogation against the United States and must provide that the United States is named as an additional insured. The County shall provide Reclamation with a copy of the insurance certificate that identifies the above condition.
- vi. Concessionaire shall promptly notify County of all incidents/accidents which could lead to a claim against Concessionaire, County, and/or Reclamation that occur on the Concession Area by completing and providing a Natrona County Risk Manager's Incident/Accident Report form to County.

Q. COMPLIANCE WITH LAWS. Concessionaire shall comply with ALL local, state, and Federal laws.

- i. Concessionaire shall also comply with the *Bureau of Reclamation Directives and Standards LND 04-02 Concessions Management by Non-Federal Partners*. A copy of same is contained in the RFP, *Exhibit B*.
- ii. Concessionaire shall also comply with *Minimum Wages Under Executive Order 13658 (January 2015)*. A copy of same is attached hereto as *Exhibit C*.
- iii. Concessionaire shall not discriminate in its performance of this Contract against any employee or applicant for employment because of race, sex, religion, color, national origin, age, or disability with regards to hiring, promotion, demotion, transfer, recruitment, layoff, termination, rate of pay or other compensation, and selection for training. Concessionaire shall post same in a place conspicuous to applicants and employees.
- iv. Concessionaire shall comply with all applicable Federal Laws. If Concessionaire fails to comply with all applicable laws (Examples: 43 CFR Part 429 Use of Bureau of Reclamation Land, Facilities, and Waterbodies, and 43 CFR Part 423 Public Conduct on Bureau of Reclamation Facilities, Lands, and Waterbodies), Reclamation Directives and Standards, and Executive Orders it constitutes a material breach of this Contract by Concessionaire.

R. PROHIBITED. Concessionaire shall not do or allow the following:

- i. Concessionaire shall not allow gambling or any activity deemed gambling by County in the Concession Area.
- ii. Concessionaire shall not allow other illegal activity in the Concession Area.

S. SUBCONCESSIONS/ASSIGNS. No subconcessions are allowed.

7. Termination. County may terminate this Contract for cause.

A. To terminate this Contract:

- i. County shall deliver to Concessionaire written notice of its intent to terminate this Contract by a certified letter.⁴
- ii. In the notice, County shall specify why this Contract is being terminated and that termination will be effective 30 days from the date Concessionaire receives the notice.
- iii. All rental fees collected by Concessionaire shall be prorated over the applicable Season(s). Concessionaire shall pay County the prorated fees for the period after this Contract terminates through the end of the applicable Season(s).
- iv. Concessionaire shall not remove facilities, fixtures, docks, or other structures appurtenant to the Concession Area without prior notification to the County.
- v. Concessionaire shall not remove its inventory, supplies, equipment, or other personal property until Concessionaire has paid all money due to County and County provides written acknowledgement that Concessionaire does not owe County any money related to this Contract.
- vi. After County provides written acknowledgement that Concessionaire does not owe County any money related to this Contract, Concessionaire shall remove all of its personal property. All personal property that remains on the Concession Area 21 days after the termination of this Contract is deemed to belong to County, and County may dispose of the personal property.
- vii. If requested by County, Concessionaire shall also remove facilities, fixtures, docks, and other structures appurtenant to the Concession area as directed by County. Any reimbursement and/or structures remaining will be determined in writing by consent of Concessionaire and County.
- viii. If County has identified an acceptable new entity to be the successor for maintaining and operating the Concession Area and Marina ("Successor"), Concessionaire shall sell Concessionaire's interest in permanent improvements within the Concession Area to the Successor for fair market value.
 - a. Fair market value is the value of the capital investment and the going concern value of the operation of the Marina, exclusive of the value of the land and location, but considering the contract terms.
 - b. Concessionaire shall pay for an appraisal of the fair market value prepared by a qualified independent appraiser.
 - c. Concessionaire may sell all or part of its inventory, equipment, and supplies to Successor or another entity.
- ix. If County does not identify an acceptable new entity to be a successor concessionaire within 90 days of the termination date of this Contract, County will so notify Concessionaire by certified letter. Within 60 days of receipt of

⁴ If Concessionaire fails to sign for a certified letter, the letter is deemed received on its postage date.

such letter, Concessionaire shall remove from the Concession Area all improvements and personal property and restore the Concession Area to a safe and natural state, unless Reclamation directs or permits otherwise in writing.

- B. Concessionaire is liable for all of County's reasonable attorneys' fees for enforcing this Contract, terminating this Contract, removing Concessionaire and Concessionaire's property from the Concession Area, and otherwise recovering possession of the Concession Area.
- C. County may rescind the termination notice prior to the termination date.
- D. Reclamation has the right to terminate, for cause, this contract.

8. **General Provisions.**

- A. **Amendments.** Any changes to this Contract shall be in writing signed and dated by all parties.
- B. **Assignment.** No party shall assign nor transfer any right or delegate any responsibility of this Contract without prior written consent of all parties. Any change in ownership; or additions or changes in partnerships are subject to County and Reclamation approval and shall not be withheld absent good cause.
- C. **Extension and Renewal.** Neither party has a right of extension or renewal of this Contract.
- D. **Collateral.** No party shall use this Contract nor any part of this Contract as collateral without prior written consent of all parties.
- E. **Waiver.** If a party waives a breach by another party of a term of this Contract, it does not constitute a waiver of any prior or subsequent breach. Failure to object to a breach shall not constitute a waiver.
- F. **Breach.** If Concessionaire fails to perform in accordance with this Concessionaire, County may at its discretion:
 - i. terminate this Contract, and/or
 - ii. give written notice and time to cure the breach to Concessionaire, and/or
 - iii. demand specific performance in accordance with this Contract, and/or
 - iv. pursue any other remedy allowed by law.
- G. **Notices.** A party shall give notice to the other party by certified mail addressed at the respective address given in this Contract.
- H. **Applicable Law and Venue.** The laws of the State of Wyoming shall govern the interpretation and enforcement of this Contract. The courts in the State of Wyoming shall have jurisdiction over this Contract and the parties. A court in Natrona County, Wyoming shall be the proper venue for any legal action involving this Contract. However, this provision shall not be construed to be a waiver of sovereign immunity, or consent to the jurisdiction of a Wyoming court, by Reclamation.

- I. **Governmental Immunity.** The County does not waive and specifically retains all immunity provided by the Wyoming Governmental Claims Act, Wyo. Stat. §§ 1-39-101, et. seq., and all other immunities provided by law.
- J. **Third Party Beneficiary.** The parties do not intend this Contract to create any third party beneficiary.
- K. **Indemnification.** Concessionaire shall defend (which includes paying all costs and attorneys' fees prior to, during, and post litigation) and indemnify the United States, Reclamation, and County and their officers, employees, other agents, and assignees from any and all claims, lawsuits, losses, and liability arising out of Concessionaire's acts or omissions related to this Contract.
- L. **Force Majeure.** The parties shall not be liable for failure to perform in accordance with this Contract if such failure to perform arises out of a cause beyond the party's control and with no fault or negligence of the nonperforming party. Such causes may include, but are not limited to, acts of a public enemy, fire, flood, epidemic, quarantine restriction, freight embargo, and unusually severe weather.
- M. **Time.** Time is of the essence in performance of this Contract.
- N. **Titles for Reference.** Titles of paragraphs in this Contract are for reference only and shall not be used to construe the language of this Contract.
- O. **Entire Contract.** This document consisting of 12 pages plus Exhibits A, B, and C contain the entire agreement between the parties and supersede any and all prior communications.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

P. **Severability.** If any portion of this Contract is determined by a court with jurisdiction to be illegal or unenforceable, the remainder of this Contract shall remain in effect, and, if either party initiates negotiations regarding the term(s) affected by the severance, the other party shall negotiate in good faith.

Q. **Signatures.** Each party signing below is authorized to sign this Contract on behalf of its entity.

NATRONA COUNTY

Alcova Resort, LLC

John Lawson, Chair	Date
Board of County Commissioners	

Razi Saydjari, Trustee Date
The Dr. Razi Saydjari Living Trust, dated
February 15, 2000
Sole member

RAZI SAYDJARI
printed name

ATTEST:

Renea Vitto
Natrona County Clerk

Exhibit A



Legend

 Roads

 Alcova Marina 9.04 Acres

Legal:
E/2NE/4, Section 33, Township 30 North, Range 83 West
of the 6th Principal Meridian, Natrona County, Wyoming

Map Replication:
Natrona County makes published maps available as a public service. The County grants the Recipient the right to duplicate the map for their personal or business' internal use and to use the map as a source for which to create electronic data, digital maps, or other paper maps.
Any hardcopy maps or published data derived from this map shall clearly indicate their source with the following citation "Exhibit A (title of map), dated 10-20-17 (published date), was originally obtained from Natrona County Information Technology, GIS Division and was used to create this product. Natrona County assumes no responsibility for the completeness or accuracy of the data contained within."
If the Recipient has modified the information contained within the map in any way, the Recipient is obligated to note the types of modifications that have been performed. The Recipient specifically agrees not to misrepresent the information contained within the map, nor to imply that the County has approved any changes made by the Recipient.

Prepared by:
Natrona County GIS
October 20, 2017



Disclaimer:
The information that is supplied by the Natrona County Geographic Information Systems (NCGIS) department is public information and must be accepted and used with the understanding that the data was collected primarily for the use and purpose of Natrona County Government. NCGIS will not be held liable as to the validity, correctness, accuracy, completeness, and/or reliability of this data. NCGIS furthermore assumes no liability whatsoever with the use or misuse of this public data.

FIRST AMENDMENT TO CODERED SERVICES AGREEMENT AND CODERED WEATHER WARNING SERVICE ADDENDUM

This is a first amendment (the "First Amendment") to that certain CodeRED® Services Agreement (the "Agreement") and CodeRED Weather Warning® Service Addendum (the "Addendum"), both effective January 20, 2012, by and between the Natrona County (hereinafter "Licensee"), a body politic of the State of Wyoming located at 201 North David, 2nd Floor, Casper, WY 82601, and ONSOLVE, LLC f/k/a Emergency Communications Network, LLC (hereinafter "Licensor"). This First Amendment shall be effective as of January 20, 2018. In consideration of the promises set forth herein and outlined in the Agreement, Licensee and Licensor agree to amend the Agreement and Addendum in the following manner:

1. All reference to Licensor and Licensor's address in the Agreement and Addendum shall be deemed to mean the Licensor and Licensor's address as set forth in this First Amendment. Terms used herein which are not otherwise defined shall have the meanings given to them in the Agreement and Addendum.

2. Paragraph 8 of the Agreement is deleted in its entirety and replaced as follows:

Discount Contract Extension: Commencing on January 20, 2018, the Term of this Agreement will automatically extend for an additional **two-year** period. Upon completion of this two-year period or any Renewal Term (as hereinafter defined), the Term of this Agreement will automatically extend for an additional **two-year** period (each a Renewal Term), except as otherwise set forth in the Agreement. This contract extension provision will continue to extend the Agreement by two (2) additional years at the end of the then-current Renewal Term. **Either party may cancel this renewal provision by submitting written notice to the other no less than 30 days prior to the end of the then current Renewal Term.** In the event the Agreement is extended:

- a) Licensee's System Minute bank will be replenished to the annual 100,000 minute balance;
- b) Licensor will update its systems to extend the active software License and associated access codes for two additional years of use;
- c) Licensor will invoice Licensee for additional year(s) of Service at the rate of twenty-four thousand dollars (\$24,000) per year for a total amount of forty-eight thousand dollars (\$48,000) over the 2-year term; and
- d) Licensee agrees to pay the contract extension fee set forth in this paragraph for all years in the Renewal Term upon receipt of invoice from the Licensor, subject to the terms as set forth in paragraph 5 of the Agreement.

3. The "COST FOR CRWW" paragraph of the Addendum is deleted in its entirety and replaced as follows:

Cost for CRWW: As a value added service to the Agreement, Licensor will include CRWW at **NO COST** for the two-year period commencing on January 20, 2018 and each Renewal Term. CRWW is separate and independent from the Agreement. CRWW can be removed from the Service by Licensee or Licensor by providing 30 days written notice prior to the commencement of any Renewal Term. This Addendum will automatically renew unless Licensee or Licensor provides notice as set forth herein. Licensee will be notified of any price change for CRWW a minimum of 90 days in advance of any Renewal Term. Payment terms shall be identical to the terms contained in the Agreement.

4. This First Amendment shall not modify any terms or conditions of the Agreement or the Addendum, except as set forth herein.

Licensee:
Natrona County, Wyoming

Signature: _____

Printed Name: _____

Title: _____

Date: _____

Licensor:
ONSOLVE, LLC

Signature: _____

Printed Name: _____

Title: _____

Date: _____

APPROVED
NATRONA COUNTY ATTORNEY
BY: *Eric K. Nelson*
DATE: 2-22-18

Emergency Operations Plan

2018

Natrona County Emergency Management

Hall of Justice
201 N. David
Second Floor
Casper, Wyoming 82601

Phone 307-235-9205
Fax 307-235-9652

Email: ncema@natronacounty-wy.gov
Website: www.natrona.net



The Natrona County Emergency Operations Plan is an all-discipline, all-hazards plan that provides general guidelines and principals for managing and coordinating the overall response and recovery activities before, during and after major emergencies and disaster events that affect all areas of Natrona County.



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- **ANNEX A: EMERGENCY SUPPORT FUNCTIONS ANNEX**
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 - *ESF #3 PUBLIC WORKS AND ENGINEERING*
 - *ESF #4 FIREFIGHTING*
 - *ESF #5 EMERGENCY MANAGEMENT*
 - *ESF #6 MASS CARE, HOUSING AND HUMAN SERVICES*
 - *ESF #7 RESOURCE SUPPORT*
 - *ESF #8 PUBLIC HEALTH AND MEDICAL SERVICES*
 - *ESF #9 SEARCH AND RESCUE*
 - *ESF #10 HAZARDOUS MATERIAL RESPONSE AND RECOVERY*
 - *ESF #11 AGRICULTURE, FOOD SUPPLY AND CULTURAL RESOURCES*
 - *ESF #12 ENERGY AND PUBLIC UTILITIES*
 - *ESF #13 PUBLIC SAFETY AND SECURITY*
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 - *ESF #15 EXTERNAL AFFAIRS*

- ANNEX B: EMERGENCY PUBLIC INFORMATION
- ANNEX C: PUBLIC WARNING PLAN
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- ANNEX D-1: EOP INCIDENT ACTION PLAN
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- ANNEX J: ANIMAL/PET DISASTER PLAN
- ANNEX K: UTILITIES
- CASPER COMMUNITYWIDE VULNERABILITY AND RISK PROFILE

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- APPENDIX A: MASS VICTIM DECONTAMINATION
- APPENDIX B: TERRORISM INCIDENT RESPONSE
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- APPENDIX F: FLOOD DAM FAILURE
- APPENDIX G: HAZARDOUS MATERIALS

NIMS RESOURCE LIST LINK

DISTRIBUTION LIST

Natrona County:

- ☐ Board of County Commission
- ☐ Legal Department
- ☐ Coroner's Office
- ☐ Risk Management
- ☐ Emergency Management
- ☐ Road and Bridge
- ☐ Sheriff's Office
- ☐ Agriculture Extension Office
- ☐ Planning and Building Office

City of Casper:

- ☐ Office of the Mayor
- ☐ Risk Management
- ☐ Police Department
- ☐ Public Safety Communications Center
- ☐ Fire and EMS Department
- ☐ City Manager's Office
- ☐ City Attorney
- ☐ Metro Animal Control
- ☐ Public Services

Town of Bar Nunn:

- ☐ Office of the Mayor
- ☐ Fire Department
- ☐ Emergency Management

Town of Edgerton:

- ☐ Office of the Mayor

Town of Evansville:

- ☐ Office of the Mayor
- ☐ Emergency Management
- ☐ Fire Department
- ☐ Police Department
- ☐ Public Works Department

Town of Midwest:

- ☐ Office of the Mayor
- ☐ Emergency Management
- ☐ Police Department
- ☐ Salt Creek Emergency Services

Town of Mills:

- ☐ Office of the Mayor
- ☐ Emergency Management
- ☐ Police Department
- ☐ Fire Department
- ☐ Public Works Department

Other Agencies:

- ☐ American Red Cross
- ☐ Army National Guard Liaison
- ☐ Bureau of Land Management – Casper Office
- ☐ Bureau of Reclamation
- ☐ Casper Amateur Radio Club
- ☐ Casper College
- ☐ Casper Mountain Fire District
- ☐ Casper Natrona County Health Department
- ☐ Elkhorn Valley Rehabilitation Hospital
- ☐ Mountain View Regional Hospital
- ☐ Natrona County Fire Protection District
- ☐ Natrona County International Airport
- ☐ Natrona County School District
- ☐ NWS
- ☐ Regional Vet Coordinator
- ☐ Dr. Schwann
- ☐ Wyoming State Forestry – Casper Office
- ☐ The Salvation Army
- ☐ Wyoming Medical Center
- ☐ Elkhorn Rehabilitation Hospital
- ☐ Bureau of Reclamation

The Natrona County Emergency Operations Plan is an all-discipline, all-hazards plan that provides general guidelines and principals for managing and coordinating the overall response and recovery activities before, during and after major emergencies and disaster events that affect unincorporated areas of Natrona County. The plan's guidelines are consistent with the standards and principles of the National Incident Management System (NIMS) endorsed by the Department of Homeland Security.

*Since each disaster is different in important ways, this plan recognizes that it is impossible to plan for every contingency. **Highly detailed operational plans are not included in this plan.** All-hazards disaster planning is based on the premise that all major emergencies and disaster events present similar consequences. The intent of this plan is to provide Natrona County officials with a basis for the coordinated management of disaster incidents so that impacts to people, property and public services are minimized and normal community conditions can be restored as quickly as possible.*

The Natrona County Emergency Operations Plan consists of three components: (1) a basic plan, which identifies legal authorities, purpose/general concepts, planning assumptions and agency responsibilities, (6) functional annexes and (5) hazard specific appendices.

This plan should be reviewed and updated on a continuing basis. The Natrona County Emergency Management Office is responsible for regularly scheduled plan updates and revisions, with input from Natrona County elected officials and department heads from all incorporated response agencies.

BASIC PLAN

Legal Authorities:

Federal:

1. Robert T. Stafford Disaster Relief and Emergency Assistance Act and Amendments (P.L. 93-288, as amended by P.L. 100-707).
2. The National Response Plan, December 2004.
3. Homeland Security Presidential Directive 5: Management of Domestic Incidents.
4. Homeland Security Presidential Directive 8: National Preparedness.
5. National Incident Management System (NIMS).

State:

1. Wyoming Homeland Security Act, WYO STAT. ANN. § 19-13-101 *et seq.* (2017).

Local:

1. Natrona County Resolution No. 45-15 Resolution adopting the Natrona County Emergency Operations Plan.

Purpose



The purpose of the Natrona County Emergency Operations Plan (EOP) is to provide general guidelines and principles for managing and coordinating the overall response and recovery efforts of major emergencies and disaster events in Natrona County.

The Natrona County EOP focuses on an all hazards approach to the Preparedness, Response and Recovery activities that are directly related to an evolving incident or potential incident rather than the highly specialized strategies required for Mitigation and Prevention activities conducted in the absence of a specific threat or hazard.

Hazards + Vulnerability = Risk

NATURAL HAZARDS:

- ☞ Earthquake
- ☞ Flooding
- ☞ Flash Flooding
- ☞ Severe Storm
- ☞ Wind
- ☞ Hail
- ☞ Tornado
- ☞ Wild land Fire
- ☞ Drought
- ☞ Power Outages
- ☞ Winter Storm
- ☞ Disease/Epidemics

MAN MADE HAZARDS:

- ☞ Hazardous Material Release
- ☞ Technical and Industrial Accidents
- ☞ Civil Unrest
- ☞ Criminal Acts
- ☞ Acts of Terrorism

VULNERABILITIES:

- ☞ Population including Special Needs
- ☞ Critical Infrastructure
- ☞ Residential Homes and Businesses
- ☞ Economy
- ☞ Mental Health
- ☞ Environment
- ☞ Animal Populations



Natrona County is subject to a wide range of natural and human caused hazards. All of these hazards present some degree of danger to our communities. Risk is the highly variable relationship between hazards and vulnerabilities. Risk that has not been reduced by prevention and mitigation must be addressed through effective preparedness, response and recovery.

By basing this plan on

a concept of all-hazards preparedness, response, and recovery, it is intended to provide a flexible, effective structure that can readily adapt to the many variables that ultimately shape much of our response and recovery efforts.

General Concepts

Incidents or Disasters may:

- Occur at any time with little or no warning in the context of a general or specific threat or hazard.
- Require significant information sharing across multiple jurisdictions and between public and private sectors.
- Involve multiple, high varied hazards or threats on a local, regional, or national scale.
- Result in numerous casualties, fatalities, displaced people, property loss, disruption of normal life support systems, essential public services, basic infrastructure; and significant damage to the environment.
- Impact critical infrastructures across sectors.
- Overwhelm capabilities of local governments and private sector infrastructure owners and operators.
- Attract a sizeable influx of independent, spontaneous volunteers and supplies.
- Require prolonged, sustained incident management operations and support activities.
- Incidents of mass casualties, mass fatalities (with no apparent cause), hazardous material leaks, and explosions must have consideration of being a man caused possible terrorism incident.

Governmental Concepts:

- The Natrona County EOC may not be adequate, or may be unavailable due to damage, for coordinating disaster response activities for all emergency conditions.
- Close coordination with neighboring jurisdictions as well as intra-county jurisdictions, will be necessary to identify special considerations, secondary threats, damage assessments, and available resources. This coordination may be difficult with normal routes of communication being inoperable.
- Communications systems may be down due to one or more of the following: Destruction or damage to the system, power outages or surges, equipment breakdown, lack of equipment, lack of radio frequencies, inadequate training of personnel, system overloads, telephone systems overload, lack of systems compatibility.
- Public warning systems may be inoperable.
- Some citizens will ignore, not hear, or understand warning of impending disaster broadcast over radio or television and in some areas outdoor warning siren systems. Mobile public address system and door-to-door warnings may be required and take a great deal of time.
- The American Red Cross may not be able to provide all assigned sheltering duties. Spontaneous volunteers may be needed to assist them.
- Close coordination with the Casper Natrona County Health Department will be needed to identify persons with special needs in evacuation areas.
- Local Community Emergency Response Teams (CERT) may be activated to assist during disaster operations.
- Local volunteer groups may be available to assist during disaster operations however, should not be assumed to automatically help.
- Volunteers will be covered for injuries incurred during disaster operations and while working under the direction of the Natrona County Emergency Management Office. The local government also assumes liability for all volunteers working under the direction of the Natrona County Emergency Management Office.
- All on duty emergency services resources will be used up within approximately 10 minutes. This time frame will be longer with smaller disasters but shortages may still occur.
- Called back personnel may not be able to be reached and/or able to report to their normal work location.
- In the event of a major disaster, normal day-to-day operations of governmental administrative offices may have to be suspended.
- Additional personnel will be needed to assist with the administrative workload due to the disaster.
- Some vital records may have to be reconstructed, if not protected, after the disaster.
- Governmental offices should take mitigation efforts before any disaster to safeguard vital records and continuity of government and operations.
- Land use regulations and building codes may mitigate the damage effects of many disasters.
- Fast and accurate preliminary damage assessments are vital to effective disaster response activities.
- Higher levels of government will provide assistance in developing reports to support request for disaster declarations.
- Chief Elected Official should consider possibility of closing grocery stores, establishing curfews, limiting automobile use, etc. under the direction of the Policy and Control Group in the EOC.
- Water supplies may be limited.
- Waste processing systems may be inoperable or limited.
- Fuel supplies may be contaminated, limited or non-existent.

Emergency Services:

- Existing emergency service personnel and equipment (i.e. law enforcement, fire, and emergency medical services) may be unable to handle all of the emergency situations during a mass disaster situation due to manpower, training, equipment resource limitations and wide spread damages and debris. Mutual aid agreements should be made both intra-county as well as inter-county with neighboring counties and jurisdictions.
- Ultimate responsibility for providing fire and law enforcement service lies with local governments.
- The responsibilities of fire services in disaster situations are basically the same as in daily operations, with the primary responsibility being firefighting. Fire services will also be involved in rescue operations and hazardous materials including radiological monitoring. Fire Services may also be called upon to supplement warning by assisting law enforcement.
- The responsibilities of law enforcement in disaster situations are basically the same as in daily operations, with the primary responsibility being enforcement of laws and special ordinances/resolutions pursuant to the disaster. However, Law enforcement will be the lead agency for warning and evacuation.
- Private security may be used for non-enforcement activities.

Health and Medical:

- Emergency Medical response is most critical within the first phase of the disaster.
- Jurisdictions may be on their own without Emergency Services for a period of time. Community Emergency Response Teams (CERT) may self deploy to assist in their individual neighborhoods.
- Most jurisdictions will have limited equipment and manpower.
- Most injuries, including minor and severe, will be self-treated.
- Many injured persons will be transported to medical facilities and fire stations by private means.
- There may not be adequate local capability to meet the demands of a disaster situation. Support may be necessary from state and federal resources.

Public Works and Utilities:

- Public works and utility personnel and equipment resources may be limited.
- The use of private contractors should be considered with pre-disaster agreements in place.
- Local contractors may not have adequate personnel/equipment to handle disaster situations.

Top Priorities for Incident Management:

- Save lives and protect the health and safety of the public, responders, and recovery workers.
- Respond to all incidents and emergency utilizing the Incident Command System.
- Ensure security.
- Prevent an imminent incident, including acts of terrorism, from occurring.
- Protect and restore critical infrastructure and key resources.
- Conduct law enforcement investigations to resolve the incident, apprehend the perpetrators, and collect and preserve evidence for prosecution.
- Protect property and mitigate damages and impacts to individuals, communities, and the environment.
- Facilitate recovery of individuals, families, businesses, governments, and the environment.

Planning Assumptions

The Natrona County Emergency Operations Plan is based on the following planning assumptions and considerations.

- Incidents are typically managed at the lowest possible geographic, organizational, and jurisdictional level.
- Incident management activities will be initiated and conducted using the principles contained in the National Incident Management System (NIMS) by use of the Incident Command System (ICS).
- The combined expertise and capabilities of government at all levels, the private sector, and nongovernmental organizations (NGOs) will be required to prevent, prepare for, respond to, and recover from incidents or disasters.
- These agencies, private sector and NGOs may be required to deploy to incidents or disasters on short notice to provide timely and effective mutual aid and/or intergovernmental assistance

Organizational Structure

The organizational structure addresses both site specific incident management activities and the broader county issues related to the incident, such as impacts to the rest of the county. The plan identifies immediate county or regional actions required to avert or prepare for potential subsequent events and management of multiple threats incidents (specifically those that are non-site specific, geographically dispersed, or evolve over a long period of time).

The structure for incident management establishes a clear progression of coordination and communication from the local level to the state level. This example of the Incident Command System structure is diagrammed in Figure 1 on page 11 and Figure 2 on page 12.

Incident Command Post (ICP)

The tactical level, on-scene incident command and management organization is located at the ICP and is responsible for directing on-scene incident management and maintaining command and control of on-scene incident operations. It is typically comprised of designated incident management officials and responders from local agencies, as well as private sector and nongovernmental organizations.

When multiple command authorities are involved, the ICP may be led by a Unified Command, which is comprised of officials who have jurisdictional authority or functional responsibility for the incident under an appropriate law, ordinance, or agreement. In accordance with NIMS processes, resource and policy issues are addressed at the lowest organizational level practicable. If the issues cannot be resolved at that level, they are forwarded up to the next level for resolution.

The ICP is usually located at or in the immediate vicinity of the incident site. The location is selected by the agency having primary jurisdictional authority for managing the incident at this level. Generally, there is one ICP established for each incident. Depending on the number and location of incidents, there may be multiple Incident Command Posts managed by an Area Command.

Natrona County Emergency Operations Center (EOC)

The support and coordination components consist of an emergency operations center (EOC) and multi-agency coordination entities. EOCs provide central locations for operational information sharing and resource coordination in support of on-scene efforts by utilizing the Incident Command System Structure as defined in the EOC Annex.

The Natrona County EOC is presently located on the second floor of the Hall of Justice – 201 N. David. An Alternate EOC location has been identified for the county at the Casper Natrona County Health Department, 475 Spruce Street in the event that the primary EOC is not accessible or uninhabitable.

Natrona County Multi-Agency Coordination Group (MACG)

The Natrona County MACG aids in establishing priorities among the incidents and associated resource allocations, resolving agency policy conflicts, and providing strategic guidance to support incident management activities. This group is made up of County, City and Town department heads and all other outside agency heads with authority to make decisions and commit resources. This group is typically located within the EOC.

Joint Information Center (JIC)

The Natrona County JIC serves as a focal point for the coordination and dissemination of information to the public and media concerning incident prevention, preparedness, response, recovery, and mitigation. The JIC develops, coordinates, and disseminates unified news releases. News releases are cleared through the MACG to ensure consistent messages, avoid release of conflicting information, and prevent negative impact on operations. This formal approval process ensures protection of law enforcement sensitive information. Agencies may issue their own news releases related to their policies, procedures, and capabilities; however, these should be coordinated with the JIC. The JIC is located within the EOC. All agencies and jurisdictions must ensure a trained Public Information Officer is available to report to the JIC during an incident.

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Figure 1: Incident Command Organizational Chart

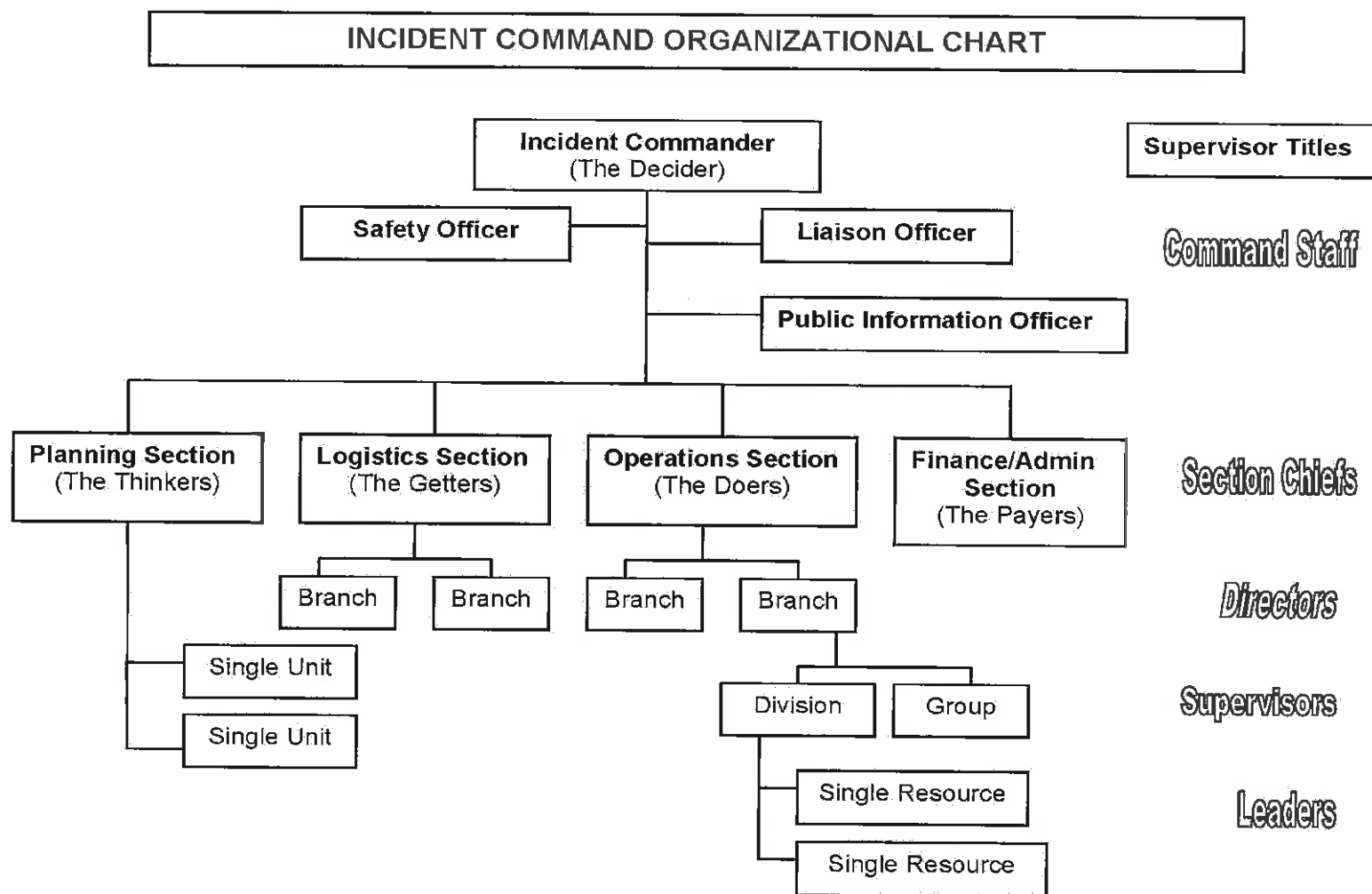
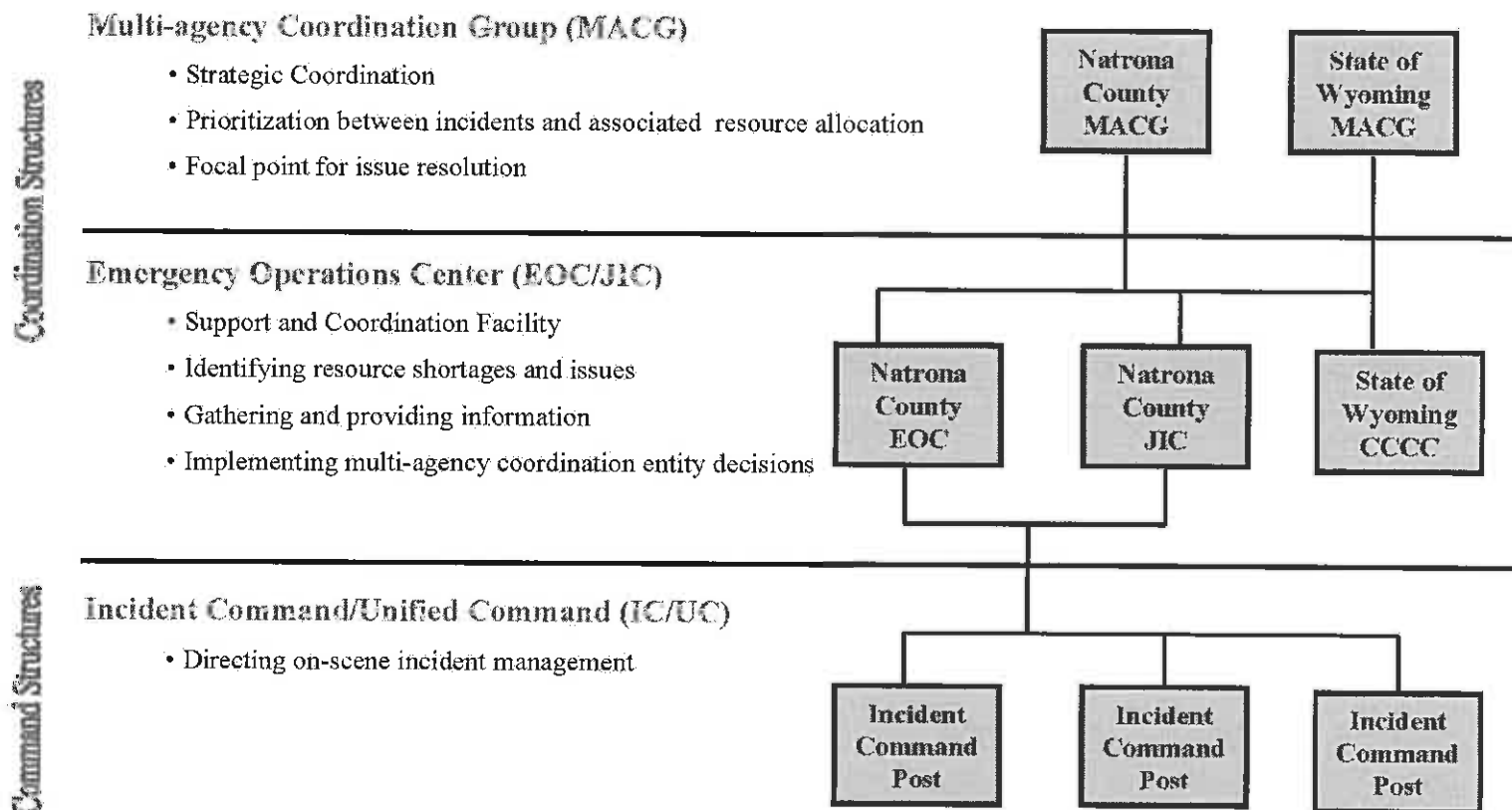


Figure 2 – Structure for Natrona County Emergency Operations Plan Coordination

NIMS Framework

The structure for the Natrona County EOP coordination is based upon the NIMS concept: ICS/ Unified Command on-scene supported by an Area command (if needed), Emergency Operations Center and Multi-agency Coordination Groups.



Roles and Responsibilities

ELECTED and APPOINTED OFFICIAL CHECKLIST

PREPAREDNESS:

- ☐ Participate in hazard analysis and identify vulnerabilities in area of government
- ☐ Recommend and/or review suggested local resolutions/ordinances as necessary to mitigate effects of potential or anticipated disasters/emergencies. Provide legal authority and status to persons, departments and agencies carrying out emergency management functions as needed.
- ☐ Coordinate with planning commission to ensure that new constructions do not increase hazard or vulnerability threat.
- ☐ Review emergency staffing plans
- ☐ Establish plans to coordinate the continuation of government activities during emergencies/disasters.
- ☐ Participate in emergency management exercises.
- ☐ Become familiar with NIMS/Incident Command System

RESPONSE:

- ☐ Report to the EOC as requested.
- ☐ Alert and activate, as needed, county personnel
- ☐ Assist with decision making process for response and recovery phase.
- ☐ Institute emergency resolutions/ordinances
- ☐ Sign local disaster declaration.
- ☐ Establish and maintain log of events/actions taken by officials
- ☐ Evaluate situation with coordination of emergency service heads.
- ☐ Work with Emergency Management in activating mutual aid agreements after first using all available local resources.
- ☐ Request state disaster/federal disaster assistance through Emergency Management.
- ☐ Keep in mind priorities: Life safety, Incident Stabilization, and Property Conservation.
- ☐ Re-establishing essential services should be a priority. These include, but are not limited to; Electrical Power, Gas, Phones, roads etc.

SAMPLE DECLARATION

WHEREAS, **Natrona County** suffered damage to roads, bridges, culverts, farmlands, homes, businesses, and other public facilities caused by _____ occurring _____; and

WHEREAS, the cost of cleanup, repair and replacement of such damaged facilities is far in excess of County resources available,

NOW, THEREFORE, BE IT RESOLVED that the Board of Natrona County Commissioners of Natrona County, Wyoming declare this to be a disaster area,

DATED at _____, Wyoming this _____ day of _____, 19_____.

Chairman, County Commissioners

County Commissioner

County Commissioner

ATTEST: _____
County Clerk

COUNTY HEALTH OFFICER CHECKLIST

PREPAREDNESS:

- ☐ Assist with county/community assessment of hazard/vulnerability analysis to identify likely disaster scenarios.
- ☐ Recommend local resolutions/ordinances as necessary to mitigate the effects of potential or anticipated disasters/emergencies.
- ☐ Develop programs and plans for:
 - ☐ Immunization
 - ☐ Continuous health inspections
 - ☐ Specialized training for public and employees for disaster/emergencies
 - ☐ Epidemic intelligence, evaluation, prevention, and detection of communicable diseases.
 - ☐ Assist with planning on possibility of terroristic threat involving biological and/or chemical incidents
 - ☐ Emergency Response Plan to include quarantine.
- ☐ Coordinate health and medical planning with health and medical agencies, Emergency Management Coordinator, and American Red Cross for health issues in sheltering.
- ☐ Provide legal authority and status to persons, departments, and agencies carrying out emergency response functions as needed.
- ☐ Develop and periodically test alerting system for health and medical personnel.
- ☐ Participate in Emergency Management Exercises.
- ☐ Coordinate with other appropriate agencies on plans to prevent and control epidemic disease, prevent contamination of food, water, medicines and other supplies.
- ☐ Prepare mutual aid contracts with other agencies/entities/private organizations
- ☐ Coordinate with Emergency Medical Director, Medical Facilities and Hospital CEO's
- ☐ Train personnel in response roles and use of NIMS/Incident Command System

RESPONSE:

- ☐ Have representative report to the Emergency Operations Center (EOC) if needed.
- ☐ Provide support to other emergency services
- ☐ Establish/Fall within Incident Command System
- ☐ Coordinate with medical on assignment of personnel
- ☐ Coordinate with medical operations for provision of special needs groups, assisting Red Cross with health and medical needs/issues at shelters.
- ☐ Coordinate requisitioning of medical supplies, equipment and drugs.
- ☐ Coordinate with medical on establishment of additional or alternate hospital facilities.
- ☐ Coordinate/order isolation and quarantine if needed.
- ☐ Coordinate with all agencies/jurisdictions with emergency measures to ensure clean water supply and ensure potability and/or issue boil water order if needed.
- ☐ Coordinate with Public Information Officer (PIO) on information on home emergency disinfection of water, solid waste hazards, and action required.
- ☐ Assist with responses to chemical or other toxic materials.
- ☐ Inspection of food establishments providing emergency food, food supplies, water/ice, and medicine supply.
- ☐ Coordinate with County Coroner plans for emergency internment.
- ☐ Provide sampling for laboratory testing of water, food and other supplies.
- ☐ Prepare for post-emergency immunization and health measures.
- ☐ Report to Emergency Council on health and medical service status.
- ☐ Coordinate with Religious Organizations, mental health/counseling organizations and Red Cross for appropriate needs of disaster victims.
- ☐ Maintain status records and prepare situational reports
- ☐ Request Federal Assistance from the Strategic National Stockpile (SNS).

EMERGENCY MEDICAL DIRECTOR CHECKLIST

PREPAREDNESS:

- ☐ Assist with county assessment of hazard/vulnerability analysis to identify likely disaster scenarios.
- ☐ Monitor first responder training for members of the public
- ☐ Recommend local resolutions/ordinances necessary to mitigate the effects of potential or anticipated disasters/emergencies.
- ☐ Develop and test periodically an alerting system for medical personnel.
- ☐ Provide disaster/emergency training for personnel
- ☐ Participate in Emergency Management exercises.
- ☐ Obtain mutual aid agreements intra-county as well as inter-county.
- ☐ Prepare plans dealing with mass casualty events related to disasters.
- ☐ Prepare plans dealing with mass casualty event stemming from a hazardous materials release/terroristic release of biological/chemical intentional release
- ☐ Prepare plans to deal with mass decontamination of patients arriving at facility.
- ☐ Coordinate with County Health department, Hospital CEO, other health facility CEO(s).
- ☐ Be familiar with and train personnel in NIMS/Incident Command System

RESPONSE:

- ☐ Have representative report to Emergency Operations Center (EOC) or other location(s) as needed.
- ☐ Provide damage estimation of medical infrastructure, to Emergency Council.
- ☐ Coordinate with Red Cross and County Health to provide medical services to special needs victims of disaster with provisions for elderly, physically impaired, non-English speaking groups
- ☐ Alert and/or activate Emergency Medical personnel
- ☐ Coordinate assignment of Emergency Medical Personnel
- ☐ Request mutual aid
- ☐ Coordinate with Red Cross on medical care at emergency shelters
- ☐ Maintain Emergency Medical services log and status of manpower, equipment, supplies, drugs and vehicles.
- ☐ Provide situational reports
- ☐ Estimate post-disaster needs
- ☐ Coordinate with other emergency services
- ☐ Establish Incident Command System if event involves facility.

FIRE SERVICES CHECKLIST

PREPAREDNESS:

- ☐ Normal fire prevention strategies and inspections
- ☐ Establish mutual aid agreements inter-county as well as intra-county.
- ☐ Keep inventories of equipment, manpower and supplies.
- ☐ Review hazard/risk analysis to determine the community's potential vulnerability;
- ☐ Assess fire station location in relation to hazardous areas, and take appropriate planning steps, as necessary.
- ☐ Coordinate training for fire service members.
- ☐ Coordinate rescue planning and warning with emergency management and law enforcement.
- ☐ Coordinate with water utility for adequate water supply.
- ☐ Coordinate with private utilities for shut down of gas and electricity.
- ☐ Coordinate with public works to ensure debris-removing equipment is available.
- ☐ Review communication capabilities.
- ☐ Participate in Emergency Management Exercises.
- ☐ Ensure radiological monitoring capabilities.
- ☐ Establish alerting system for stations and employees
- ☐ Train personnel in disaster/emergency fire suppression and NIMS/ICS
- ☐ Establish SOPs and/or Disaster/Emergency plan for department and coordination with other fire departments.
- ☐ Coordinate with social service agencies/groups to determine locations any special needs groups (visually impaired, hearing impaired, other handicapped, elderly, non-English speaking, etc.) that may need special consideration during fire operations.

RESPONSE:

- ☐ Have representative report to Emergency Operations Center (EOC) if requested.
- ☐ Coordinate activation of fire services.
- ☐ Verify that communication links are operational
- ☐ Coordinate response and establish operational staging areas, if needed.
- ☐ Prioritize responses
- ☐ Coordinate with law enforcement on rescue, traffic control, reconnaissance, and evacuation.
- ☐ Assist Red Cross on fire safety in temporary lodging facilities.
- ☐ Provide damage assessment of departments' equipment and facilities.
- ☐ Establish "fire watch" if needed.
- ☐ Review effectiveness of fire codes, post-disaster.
- ☐ Activate mutual aid agreements if needed.
- ☐ Keep EOC briefed on status and limitations.
- ☐ Brief EOC on status and limitations of Fire Dept. capabilities
- ☐ Coordinate a rapid and effective response to ensure appropriate assistance/response to special needs groups (visually impaired, hearing impaired, other handicapped, elderly, non-English speaking, etc.)
- ☐ Provide damage estimation information, as available.
- ☐ Submit after action reports and participate in after action debriefings.
- ☐

LAW ENFORCEMENT CHECKLIST

****Please note: The Sheriff will coordinate law enforcement activities from the EOC during a major disaster. If the emergency is only within one jurisdictional area, the chief law**

enforcement official responsible for that jurisdictional area shall provide direction and control of law enforcement activities.

PREPAREDNESS:

- ☐ The Sheriff is the lead law enforcement official for all countywide Disaster/Emergency Operations. When necessary and if requested, the Sheriff will coordinate activities affecting a single jurisdiction with that jurisdiction's Chief of Police.
- ☐ Coordinate rescue planning and warning with fire services.
- ☐ Coordinate with Red Cross on providing law enforcement personnel in shelters, if needed.
- ☐ Establish mutual aid agreements with other inter-county and intra-county law enforcement agencies.
- ☐ Establish evacuation and special contingency planning for law enforcement.
- ☐ Establish evacuation plans (Sheriff) and alternate sheltering area for Natrona County Detention Center inmates and staff.
- ☐ Analyze hazards and determine law enforcement requirements.
- ☐ Identify agencies, organizations, businesses, and citizens capable of providing support services.
- ☐ Identify key and critical facilities requiring special security during an emergency.
- ☐ Provide emergency/disaster training to employees to include NIMS/Incident Command System.
- ☐ Participate in county exercises.
- ☐ Review communications capabilities for law enforcement and supporting agencies.

W ENFORCEMENT CHECKLIST (CONT)

RESPONSE:

- ☐ Report to Emergency Operations Center (EOC), if required.
- ☐ Alert law enforcement personnel
- ☐ Check communications and monitor capability
- ☐ Coordinate assistance from other special law enforcement organizations:
 - o National Guard
 - o Game & Fish
 - o Brand Inspectors.
 - o Law Enforcement Reserves
 - o State Forestry
 - o BLM
 - o Private Security Forces
 - o INS
 - o FBI
 - o ATF
 - o US Marshals
- ☐ Coordinate a rapid and effective response to ensure appropriate assistance/response to special needs groups (visually impaired, hearing impaired, other handicapped, elderly, non-English speaking, etc.)
- ☐ Prioritize response to calls
- ☐ Establish Incident Command System if not previously done.
- ☐ Assist fire services with rescue, traffic control, and reconnaissance missions.
- ☐ Brief Emergency Council on status and limitations of law enforcement capabilities

- ☐ Activate mutual aid agreements
- ☐ Respond with Red Cross to shelters to assist at shelters with law enforcement problems.
- ☐ Coordinate evacuations
- ☐ Maintain log of activities, status of equipment and personnel and damage estimates to equipment.
- ☐ Assist with damage assessments of community
- ☐ Submit after action reports and participate in after action debriefings.

OFFICE OF EMERGENCY MANAGEMENT CHECKLIST

PREPAREDNESS:

- ☐ Coordinate rescue planning and warning with fire services.
- ☐ Establish mutual aid agreements both intra county and with surrounding counties.
- ☐ Establish county evacuation plans
- ☐ Analyze hazards and determine resource requirements.
- ☐ Identify agencies, organizations, businesses, and citizens capable of providing support services.
- ☐ Identify key and critical facilities requiring special security or protection during an emergency.
- ☐ Recommend local resolutions/ordinances as necessary to mitigate the effects of potential or anticipated disasters/emergencies.
- ☐ Provide emergency/disaster training to employees/volunteers to include NIMS/Incident Command System.
- ☐ Coordinate with National Guard manpower, equipment, and communications.
- ☐ Participate in disaster exercises.
- ☐ Coordinate evacuation and special contingency planning with other agencies.
- ☐ Coordinate with County Roads & Bridges/Street Department(s) on plans for prioritizing restoration of utilities and road/street clearance.
- ☐ Review communications capabilities for emergency response and supporting agencies.
- ☐ Coordinate with Warning Point Supervisor (PSCC Supervisor) to ensure systems operability.

RESPONSE:

- ☐ Activation and management of the Natrona County EOC
- ☐ Coordination of resources to support the Incident Command requirements
- ☐ Coordination of mutual aid and outside assistance
- ☐ Conduct and coordinate search and rescue operations.
- ☐ Provision of aviation support to include search and rescue, rapid transportation, and aerial observation
- ☐ Coordination, with the fire departments, of wild land fire suppression in unincorporated areas of Natrona County
- ☐ Activation of the Amateur Radio Emergency Services (ARES) to augment EOC communications, as needed.
- ☐ Emergency situation assessment and recommendations to the County Commissioners and the Sheriff concerning the need for local disaster declarations, evacuation orders, etc
- ☐ Providing situation reports and damage assessment reports for the County Commissioners and the Sheriff
- ☐ Establishment of communications with Wyoming Office of Homeland Security in order to provide situation reports and forwarding requests for state assistance
- ☐ Plan maintenance, training and exercises

RED CROSS AND V.O.A.D. CHECKLIST

PREPAREDNESS

- ☐ Recruit and train personnel to man shelters as shelter managers, nurses, crisis counselors, and other staff as needed.
- ☐ Develop pre-disaster shelter agreements with owners of buildings that could be used for sheltering .i.e. churches, schools, hotels, etc.
- ☐ Develop plan for sheltering other than the use of existing buildings in case all buildings are damaged and unusable.
- ☐ Establish plans with other groups and volunteer organizations active in disasters (VOAD) to assist in providing clothing, food delivery, potable water, etc.
- ☐ These other groups include but are not limited to ;
 - o Wyoming Southern Baptist Convention
 - o Service Organizations
 - o The Salvation Army
 - o Religious Organizations
 - o Commercial Eating Establishments
 - o Fraternal Organizations
 - o Department of Family Services
 - o Natrona County School District
 - o Private Schools
- ☐ Establish a check-in procedure for shelters.
- ☐ Develop sheltering activation plan
- ☐ Coordinate family crises counseling program for victims effected by disaster
- ☐ Exercise internal plans and make appropriate adjustments.
- ☐ Assist in community education programs to have citizens prepare their families, homes and businesses.
- ☐ Participate in community exercises
- ☐ Establish resource listing of facilities that may provide for mass feeding, location of food outlets, and potable water providers.
- ☐ Develop plan to deal with spontaneous volunteers.
- ☐ Work with Sheriff to assist with alternate shelter for inmates housed at Natrona County Detention Center- up to 250 persons.
- ☐ Work with Wyoming Medical Center on sheltering in the case of the Medical Center being evacuated. 200 ambulatory patients. 100 non-ambulatory patients.
- ☐ Work with senior citizen groups on issues of evacuation of seniors both ambulatory and non-ambulatory.
- ☐ Train personnel on use of NIMS/Incident Command System

RESPONSE:

- ☐ Activate Disaster Action Response Team(s)
- ☐ Activate shelter in a safe area by request and direction of Natrona County Emergency Management Office or Emergency Council.
- ☐ Staff Shelter and reception area.
- ☐ Have a representative report to the EOC if activated and requested.

- ☐ Coordinate with EOC and law enforcement to ensure routes to shelters are marked and appropriate traffic control is established.
- ☐ Work within ICS in assisting PIO(s) to disseminate proper information.
- ☐ Provide food, water, crisis counseling to victims and coordinate with other agencies to assist in these services.
- ☐ Establish documentation of all costs, listing of victims sheltered, and sheltering situational status reports to EOC.
- ☐ Assist with special needs sheltering. I.E. Wyoming Medical Center evacuation/Natrona County Detention Center/Senior Citizens both ambulatory and non-ambulatory persons.
- ☐ Coordinate with emergency services for return of evacuees to their homes.
- ☐ Assist with coordinating facilities for disaster assistance centers.

PUBLIC WORKS, UTILITIES, AND ENGINEERING CHECKLIST

The above includes city, town, and county engineers; Municipal public works; Wyoming Department of Transportation; County Parks, Roads and Bridges; and Privately owned utility companies.

PREPAREDNESS:

- ☐ Participate in hazard analysis and identify vulnerabilities in public works.
- ☐ Identify local private contractors who can provide support during emergencies.
- ☐ Recommend local resolutions/ordinances as necessary to mitigate effects of potential or anticipated disasters/emergencies. Provide legal authority and status to persons, departments and agencies carrying out emergency management functions as needed.
- ☐ Work with planning commission to ensure that new constructions do not increase hazard or vulnerability threat.
- ☐ Coordinate Public Works planning and the establishment of mutual aid agreements/letter of understanding for Public Works.
- ☐ Maintain public works resources inventory for the county
- ☐ Coordinate training for public works personnel in emergency procedures.
- ☐ Review emergency staffing plans.
- ☐ Coordinate establishment and testing of an alerting system for public works and utilities.
- ☐ Review equipment status:
 - Spare parts.
 - Fuel.
 - Communications
- ☐ Coordinate with fire services (County Fire Warden) to determine water supply needs.
- ☐ Participate in Emergency Management exercises.
- ☐ Ensure that storm sewers are in good repair.
- ☐ Establish debris removal plan
- ☐ Train personnel on establishing/use of NIMS/Incident Command System
- ☐ Ensure that adequate barrier and roadblock materials and equipment are available.
- ☐ Review and update all utility and public works maps of jurisdiction.
- ☐ Secure all equipment against damage.
- ☐ Place standby equipment in operational readiness.
- ☐ Coordinate communications procedures with EOC
- ☐ Review contingency plans and coordinate with other agencies and volunteer groups
- ☐ Develop procedures to expedite condemnation proceedings in the event of a disaster.
- ☐ Coordinate with WYOWARN on resource needs

RESPONSE:

- ☐ Report to EOC as requested.
- ☐ Alert and activate, as needed, public works and utilities personnel. Provision of personnel and heavy equipment in support of search and rescue operations
- ☐ Coordinate actions of all public works and utilities departments with other emergency services.
- ☐ Repair and maintain all roads and facilities within the county. Restoration of damaged county roads and bridges and other related infrastructure
- ☐ Repair and maintain streets, power, water, gas, and sewage systems in jurisdiction.
- ☐ Removal of debris, clearance of public right-of-ways, and planning for street/road recovery operations, with priority assigned to critical emergency services access.
- ☐ Provision of transportation services in support of emergency response and recovery efforts (movement of county personnel, equipment and supplies).

- ☐ Provision of fuel and vehicle support.
- ☐ Provision of personnel, equipment, supplies and materials for flood control and flood hazard mitigation measures
- ☐ Ensure debris and refuse is removed. Debris should not be taken from private or public property until the damage assessment is completed. The exception being if the debris poses a health hazard as prescribed by County Health Officer or as a hazard designated by city or county engineer.
- ☐ Document damage prior to debris removal.
- ☐ Brief EOC on public works and utility status.
- ☐ Establish a repair and maintenance area for mutual aid and support equipment.
- ☐ Establish and maintain a log of activities and other required or appropriate records.
- ☐ Evaluate situation and prioritize public works and utilities response.
- ☐ Ensure garbage and solid waste collection/disposal. Coordinate with County Health Officer.
- ☐ Coordinate with Fire Warden for fire services water needs.
- ☐ Ensure adequate/necessary water supplies. Coordinate with County Health Officer to ensure water is potable, and for decontamination purposes.
- ☐ Coordinate with law enforcement and fire services evacuation procedures and cordon control as appropriate.
- ☐ Coordinate repairs and recovery of vital facilities, including city, county and state roads and bridges and public utilities.
- ☐ Brief Emergency Operations Center on public works and utilities status.
- ☐ Provide damage assessment information for damaged county roads and bridges and other related infrastructure.
- ☐ Coordinate provision of utilities to temporary housing sites as approved by the Multi-Agency Coordination Group (MACG).

NATRONA COUNTY CLERKS OFFICE

RESPONSE:

- ☐ Issuance of legal permits/documents, i.e. burial permits, death certificates, etc.
- ☐ Repository for all recorded official county documents and files.

NATRONA COUNTY PLANNING DEPARTMENT

RESPONSE:

- ☐ Provision of personnel for structure and facility inspections to determine safety of individual structures (commercial, residential and public) and to identify needed repairs/implementation of condemnation procedures.
- ☐ Participation in long-term disaster recovery and hazard mitigation planning to ensure the compatibility of redevelopment plans and hazard mitigation measures with the comprehensive county land use plan and other relevant plans.

Additional Available Resources

Non-governmental Organizations (NGO's)

Nongovernmental organizations (NGOs) collaborate with first responders, governments at all levels, and other agencies and organizations providing relief services to sustain life, reduce physical and emotional distress, and promote recovery of disaster victims when assistance is not available from other sources.

The National Voluntary Organizations Active in Disaster (NVOAD) is a consortium of more than 50 recognized national organizations of volunteers who are active in disaster relief. Such entities provide significant capabilities to incident management and response efforts at all levels. Examples of VOAD Agencies include but are not limited to: The Salvation Army, Citizen Corps Volunteers, American Red Cross, Religious Groups, etc. The private sector coordinates with the government sector to effectively share information, form courses of action, and incorporate available resources to prevent, prepare for, respond to, and recover from incidents or disasters.

Certain organizations are required by existing law and regulation to bear the cost of planning and response to incidents, regardless of cause. In the case of an incident or disaster, these private-sector organizations are expected to mobilize and employ the resources necessary and available in accordance with their plans to address the consequences of incidents at their own facilities or incidents for which they are otherwise responsible. Local government should maintain ongoing interaction with the critical infrastructure and key resources industries to provide coordination for prevention, preparedness, response, and recovery activities. When practical, or when required under Federal law, private-sector representatives should be included in planning and exercises. The government may, in some cases, direct private-sector response resources when they have contractual relationships, using government funds.

Citizen Involvement

Strong partnerships with citizen groups and organizations can provide support for incident management prevention, preparedness, response, recovery, and mitigation.

Citizen Corps brings these groups together and focuses efforts of individuals through education, training, and volunteer service to help make communities safer, stronger, and better prepared to address the threats of terrorism, crime, public health issues, and disasters of all kinds. Natrona County has an established Citizen Corps Council and established Citizen Corps Programs to include the Community Emergency Response Team Program (CERT) and the Medical Reserve Corps Program (MRC).

Emergency Support Functions (ESF)

The Natrona County Emergency Operations Plan applies an all-hazards functional approach that groups the capabilities of local departments and agencies into Emergency Support Functions (ESF) to provide the planning, support, resources, program implementation, and emergency services that are most likely to be needed during incidents or disasters. The response to actual or potential incidents/disasters is typically provided through a full or partial activation of the ESF structure as necessary.

Each ESF is composed of primary and support agencies. The Natrona County Emergency Operations Plan identifies primary agencies on the basis of authorities, resources, and capabilities. Support agencies are assigned based on resources and capabilities in a given functional area.

The resources provided by the ESFs reflect the resource kind and type categories identified in the National Incident Management System (NIMS). The scope of each ESF is summarized in Figure 2 (page 31). ESFs are expected to support one another in carrying out their respective roles and responsibilities.

FIGURE 2: Emergency Support Functions

ESF	Scope
ESF #1 – Transportation	Civil transportation support Restoration/recovery of transportation infrastructure Movement restrictions Damage and impact assessment
ESF #2 – Communications	Coordination with telecommunications industry Restoration/repair of telecommunications infrastructure Protection, restoration, and sustainment of info. Resources
ESF #3 – Public Works and Engineering	Infrastructure protection and emergency repair Infrastructure restoration Engineering services, construction management Critical infrastructure liaison
ESF #4 – Firefighting	Firefighting activities Resource support
ESF #5 – Emergency Management	Coordination of incident management efforts Management of Emergency Operations Center (EOC)
ESF #6 – Mass Care, Housing, and Human Services	Mass Care Disaster housing Human Services Sheltering
ESF #7 – Resource Support	Resource support (facility space, office equipment and supplies, contracting services, etc.) Financial Management
ESF #8 – Public Health and Medical Services	Public Health Medical (EMS and Hospitals) Mortuary services Mental Health
ESF #9 – Search and Rescue	Life-saving assistance
ESF #10 – Hazardous Materials Response	Hazardous materials response (CBRNE) Environmental safety Short-and long-term cleanup
ESF #11 – Agriculture	Nutrition Assistance Animal and plant disease/pest response Food safety and security
ESF #12 – Energy & Public Utilities	Energy infrastructure assessment, repair, and restoration Energy industry utilities coordination Energy forecast
ESF #13 – Public Safety and Security	Warnings – Notifications – Evacuations Facility and resource security Security planning and technical and resource assistance Public safety/security support Support to access, traffic, and crowd control Law Enforcement
ESF #14 – Long Term Community Recovery And Mitigation	Social and economic community impact assessment Long-term community recovery assistance to local governments, and the private sector Mitigation analysis and program implementation
ESF #15 – External Affairs	Emergency public information and protective action guidance Media and community relations Support to on scene incident management

ESF Roles and Responsibilities

Primary Agencies

A local agency designated as an ESF primary agency serves as a local executive representative to accomplish the ESF mission. When an ESF is activated, the primary agency is responsible for:

- Orchestrating local support within their functional area for an affected jurisdiction
- Provide staff for the operations functions at fixed and field facilities
- Notifying and requesting assistance from support agencies
- Managing mission assignments and coordinating with support agencies,
- Working with appropriate private-sector organizations to maximize use of all available resources
- Supporting and keeping other ESF and organizational elements informed of ESF operational priorities and activities
- Executing contracts and procuring goods and services as needed
- Ensuring financial and property accountability for ESF activities
- Planning for short-term and long-term incident management and recovery operations
- Maintaining trained personnel to support interagency emergency response and support teams

Support Agencies

When an ESF is activated in response to an incident, support agencies are responsible for:

- Conducting operations, when requested by the designated ESF primary agency, using their own authorities, subject-matter experts, capabilities, or resources.
- Participation in planning for short-term and long-term incident management and recovery operations and the development of supporting operational plans, SOPs, checklists, or other job aids, in concert with existing first responder standards.
- Assisting in the conduct of situational assessments.
- Furnishing available personnel, equipment, or other resource support as requested by the ESF primary agency.
- Participation in training and exercises aimed at continuous improvement of prevention, response, and recovery capabilities.
- Identifying new equipment or capabilities required to prevent or respond to new or emerging threats and hazards, or to improve the ability to address existing threats.
- Providing information or intelligence regarding the agency's area of expertise.

PRIMARY AND SUPPORT DESIGNATIONS
Designation of Natrona County Primary and Support agencies

Dept./Agency	Emergency Support Functions (ESF)														
	#1 Transportation	#2 Communications	#3 Public Works & Engineering	#4 Firefighting	#5 Emergency Management	#6 Mass Care, Housing, Human	#7 Resource Support	#8 Public Health and Medical	#9 Search and Rescue	#10 Hazardous Mat. Response	#11 Agriculture	#12 Energy and Public Utilities	#13 Public Safety & Security	#14 Community Recovery &	#15 External Affairs
BOCC	S	S	S	S	S	S	S	S	S	S	S	S	S	P	P
County Administration	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
Assessor							S							S	S
County Attorney					S		S						S	S	S
Emergency Management	P	S	S	U	P	P	P	S	S	U	S	U	S	S	S
Sheriff	S			S	S		S		P	U	S	S	P	S	S
Bldg & Planning			S		S		S						S	S	S
Public Health/Environment					S	S	S	P		S	S		S	S	S
Coroner					S		S	S					S	S	S
Public Relations	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
Information Systems		U			S		S						S	S	S
Finance					S		S							S	S
Human Services					S	S	S						S	S	S
Road & Bridge			U		S		S		S			S	S	S	S
County Engineer			U		S		S					S		S	S
Human Resources					S		S							S	
ARES		S			S		S							S	
Red Cross	S				S	P							S	S	
VOAD	S				S	S	S						S	S	
Public Utilities					S		S					U		S	
Local, State and Federal Agencies	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
Hospitals					S		S	S						S	
PSCC	S	U	S	S	S	S	S	S	S	S	S	S	S	S	S
Private Sector Resources			S	S	S		S		S	S	S	S		S	S
School Districts	S				S	S	S							S	
Extension Office					S		S				P			S	
Fire Districts /Dept.		S		U	S		S	S	S	U			S	S	S
NWS	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S

P = ESF Primary Agency

U = ESF Unified Agency

S = ESF Support Agency

Note: Unless a specific component of a department or agency is the Primary Agency, it is not listed in this chart. Refer to the ESF Annexes for detailed support by each of these departments and agencies.

ESF #1: Transportation

Definition: Provides for coordination, control and allocation of transportation assets in support of the movement of emergency resources including the evacuation of people, and the redistribution of food and fuel supplies.

Activation Process: Natrona County Emergency Management will activate this ESF to meet known or anticipated transportation needs during disaster response and recovery operations.

Lead Agency: Emergency Management.

Supporting Agencies: BOCC, County Administration, Sheriff's Office, Public Relations, Red Cross, VOAD, Local, State and Federal Agencies, PSCC, School Districts.

Roles and Responsibilities: Notify, order, track and document transportation resources used in support of emergency and disaster response and recovery operations. Coordinate with other ESFs as needed.

ESF #2: Communications

Definition: Provides communications, IT support and data products to response and recovery efforts of first responders and county agencies. Provides emergency warning information and guidance to the public. Facilitates the requirements and resources needed to provide for backup capability for all means of communication.

Activation Process: The Public Safety Communications Center Director will activate this ESF for communications services. The Information Systems Director will activate this ESF to meet known or anticipated information technology services, GIS services and computer support needs during disaster response and recovery operations.

Lead Agency: Natrona County Public Safety Communications Center and Information Systems Department.

Supporting Agencies: BOCC, County Administration, Emergency Management, Public Relations, Amateur Radio Emergency Services (ARES), Local, State, and Federal Agencies, Fire Districts/Departments.

Roles and Responsibilities: Coordinates and supports telecommunications requirements during an emergency and disaster response and recovery operations. The Natrona County Public Safety Communications Center has authority to activate two separate warning systems; or the Emergency Alert System (EAS) to effectively notify and warn citizens and the Emergency Outdoor Warning Sirens. Incident communication actions are consistent with the template established in the National Incident Management System (NIMS). Coordinate with other ESFs as needed.

ESF #3: Public Works and Engineering

Definition: Evaluate, maintain and restore public roads, bridges and drainage. Support private sector access in support of the restoration of critical private infrastructure (i.e., electrical, gas, communications and water lines). Debris Management: Provide for debris clearance, roads, highways and bridge repairs, engineering, construction, repair and restoration of essential public works systems and services, and the safety inspection of damaged buildings.

Activation Process: The Natrona County Road and Bridge Director will activate this ESF to meet known or anticipated needs for public works and engineering support during disaster response and recovery operations.

Lead Agency: Natrona County Road and Bridge Department and the County Engineer or jurisdictional streets/public works dept.

Supporting Agencies: BOCC, County Administration, Emergency Management, Building and Planning, Public Relations, Local, State and Federal Agencies, Public Safety Communications Center, Private Sector Resources.

Roles and Responsibilities: Provide public works and engineering expertise, staff, equipment and materials in support of emergency and disaster response and recovery operations. Coordinate with other ESFs as needed.

ESF #4: Firefighting

Definition: Provides for fire fighting resource mobilization and deployment; leads in coordinating all resources to combat urban and wild land incidents; provides incident management teams to assist on-scene incident command and control operations.

Activation Process: The Natrona County Emergency Management Office will activate this ESF thru coordination with Casper Fire and EMS, Natrona County Fire Protection District, Casper Mountain Fire District, Mills Fire Department, Evansville Fire Department, Salt Creek Emergency Services, the County Fire Warden, other volunteer fire resource units and the state and federal fire agencies within the county, to meet known or anticipated fire fighting needs during disaster response and recovery operations.

Lead Agency: Emergency Management, Fire Districts/Departments.

Supporting Agencies: BOCC, County Administration, Sheriff's Office, Public Relations, Local, State and Federal Agencies, Public Safety Communication Center, Private Sector Resources.

Roles and Responsibilities: Support wild land field operations through a close coordination with local, state and federal fire agencies. Coordinate fire fighting resources in support of emergency and disaster response and recovery operations that may not be directly fire related. Coordinate with other ESFs as needed.

ESF #5: Emergency Management

Definition: Provides for the overall management and coordination of the county's emergency operations in support of local response agencies and jurisdictions. Activates the County Emergency Operations Centers as needed. Collects, analyzes, and disseminates critical information on emergency operations for decision making purposes. Identifies the roles and responsibilities of county government in coordinating mutual aid, state, and federal assistance.

Activation Process: Natrona County Emergency Management will activate this ESF to meet known or anticipated emergency management needs during disaster response and recovery operations.

Lead Agency: Emergency Management.

Supporting Agencies: BOCC, County Administration, County Attorney, Sheriff's Office, Building and Planning, Public Health/Environment, Coroner, Public Relations, Information Systems, Finance, Human Services, Road and Bridge, County Engineer, Human Resources, ARES, Red Cross, VOAD, Public Utilities, Locan, State and Federal Agencies, Hospitals, Public Safety Communication Center, Private Sector Resources, School Districts, Extension Office, Fire Districts, Departments.

Roles and Responsibilities: Serves as support for all local departments and agencies across the spectrum of incident management from preparedness to mitigation to response and recovery. Facilitates information flow in the pre-incident phase in order to place assets on alert or to pre-position assets for quick response. Provides the informational link between the County EOC and the State EOC. Maintains the ability through mutual aid requests to provide surge capacity to perform essential emergency management functions on short notice and for varied duration. Coordinates participation of departments and agencies in the incident action planning process

ESF #6: Mass Care, Housing and Human Services

Definition: Manages and coordinates sheltering, feeding, first aid, and special human needs, to include critical child and adult protection situations, for disaster victims. This assistance may continue well after the emergency phase of the response. Will assist in the coordination and management of volunteer resources.

Activation Process: Natrona County Emergency Management, in concert with the Casper Natrona County Health Department, Red Cross, Salvation Army and VOADs, will activate this ESF to meet known or anticipated mass care needs during disaster response and recovery operations.

Lead Agency: Emergency Management.

Supporting Agencies: BOCC, County Administration, Public Health Department/Environment, Public Relations, Human Services, Red Cross, VOAD, School Districts, Local, State and Federal Agencies, Public Safety Communication Center and School Districts.

Roles and Responsibilities: Provide mass care resources used in support of emergency and disaster response and recovery operations. Coordinate with other ESFs as needed.

ESF #7: Resource Support

Definition: The effective coordination of all resources used in support of emergency and disaster response and recovery operations. Facilitates logistical and resource support, other than funds, to local emergency recovery efforts, including personnel, equipment, supplies, and similar items not included in other ESFs

Activation Process: Natrona County Emergency Management will activate this ESF to meet known or anticipated resource needs during disaster response and recovery operations.

Lead Agency: Emergency Management.

Supporting Agencies: BOCC, County Administration, and all other County agencies and departments, local, state, federal and private sector resources.

Roles and Responsibilities: Secures resources through mutual aid agreements, volunteer organizations, and procurement procedures for all ESFs as needed. Provides for coordination and documentation of personnel, equipment, supplies, facilities, and services used during disaster response and initial relief and recovery operations. Support effective reception and integration of augmentation resources. Coordinates with other ESFs as needed.

ESF #8: Public Health and Medical Services

Definition: Provides on-scene triage, first aid, life support, and transportation of the injured. Coordinates with local hospitals to ensure timely and appropriate delivery of injured to primary care facilities. Ensures provision of comprehensive medical care to disaster victims (including veterinary and/or animal health issues), supplements and supports disrupted or overburdened local medical personnel and facilities, and relieves personal suffering and trauma. Initiates Mass Casualty response as appropriate.

Public Health and Environment: Mobilizes trained health and medical personnel and other emergency medical supplies, materials and facilities. Provides public health and environmental sanitation services, disease and vector control.

Activation Process: The Casper Natrona County Health Department, in concert with local EMS providers and hospitals, will activate this ESF to meet known or anticipated public health and medical service needs during disaster response and recovery operations.

Lead Agency: Casper Natrona County Health Department.

Supporting Agencies: BOCC, County Administration, Emergency Management, Coroner, Public Relations, Local, State and Federal Agencies, Wyoming Medical Center, Mountain View Hospital, Elkhorn Valley Rehabilitation Hospital, Emergency Medical Director, Local, State and Federal Agencies, Public Safety Communication Center, Fire Districts/Departments.

Roles and Responsibilities: Provide timely triage, treatment and transportation of the injured in coordination with EMS agencies and private sector hospitals. Mobilizes regional, statewide and/or federal health and medical resources. Coordinates with other ESFs as needed.

ESF #9: Search and Rescue

Definition: Search and Rescue rapidly deploys local resources to provide specialized life-saving assistance in a disaster or large event. Activities include locating, extricating, and providing onsite medical treatment to victims trapped in collapsed structures. Also provides resources for ground, water, and airborne activities to locate, identify, and remove persons lost or trapped from a stricken area.

Activation Process: The Natrona County EMA Office will activate this ESF to request regional, state or federal SAR/USAR resource needs during disaster response and recovery operations.

Lead Agency: The Natrona County Sheriff's Office

Supporting Agencies: BOCC, County Administration, Emergency Management, Public Relations, Road and Bridge, Local, State, and Federal agencies, Public Safety Communication Center, Private Sector Resources, All Jurisdictional Fire Districts/Departments.

Roles and Responsibilities: Coordinate the timely request, reception, and integration of local, state and federal SAR/USAR resources and task forces used in support of emergency and disaster response and recovery operations. These task forces are staffed primarily by local fire department and emergency services personnel who are highly trained and experienced in collapsed structure search and rescue operations and possess specialized expertise and equipment. Coordinate with other ESFs as needed.

ESF #10: Hazardous Material Response and Recovery

Definition: Provides support for response, identification, containment and cleanup of an actual or potential discharge and/or uncontrolled release of oil or hazardous materials.

Activation Process: Jurisdictional Fire Districts/Departments will activate this ESF to meet known or anticipated hazardous materials needs during disaster response and recovery operations.

Lead Agency: Jurisdictional Fire Districts/Departments.

Supporting Agencies: BOCC, Natrona County Emergency Management Office, County Administration, Public Health/Environment, Public Relations, Local, State and Federal agencies, Public Safety Communication Center, Private Sector Resources and the LEPC.

Roles and Responsibilities: Coordinates the ordering, tracking and documentation of local, state, and federal hazardous materials resources used in support of emergency and disaster response and recovery operations. Coordinate with other ESFs as needed.

ESF #11: Agriculture, Food Supply and Natural Resources

Definition: The Agriculture and Natural Resources function ensures an adequate and safe food supply; mitigates the loss of crops, livestock, and wildlife; and protects significant natural and cultural resources and historic properties.

Activation Process: The Natrona County Agricultural Extension Office will activate this ESF to meet known or anticipated agricultural and natural resource needs during disaster response and recovery operations.

Lead Agency: Extension Service

Supporting Agencies: BOCC, County Administration, Emergency Management, Sheriff's Office, Casper Natrona County Public Health/Environment, Public Relations, Local, State and Federal agencies, Public Safety Communication Center and private sector resources.

Roles and Responsibilities: Coordinates the ordering, tracking, and documentation of local, state, and federal agricultural resources used in support of emergency and disaster response and recovery operations. Determines nutrition assistance needs, obtaining and distributing appropriate food supplies, and authorizing disaster food stamps. Provides for animal, plant disease, and pest response. Assures that animal, veterinary, and wildlife issues in disasters are supported. Ensures that the commercial food supply is safe and secure. Coordinate with other ESFs as needed.

ESF #12: Energy and Public Utilities

Definition: Provides for the rapid restoration of emergency and governmental services, roads, bridges and publicly held critical facilities. Supports the restoration of private sector critical infrastructure. Coordinates the rationing and distribution of emergency power and fuel.

Activation Process: Natrona County Emergency Management will activate this ESF thru coordination with the private sector, to meet known or anticipated energy needs during disaster response and recovery operations.

Lead Agency: Emergency Management.

Supporting Agencies: BOCC, County Administration, Sheriff's Office, Public Relations, Road and Bridge, County Engineer, Local, State and Federal agencies, Public Safety Communication Center and Private Sector Resources.

Roles and Responsibilities: The restoration of public services is primarily the responsibility of the private sector. This restoration requires close coordination with local, state, and federal agencies. The energy restoration process includes projected schedules, percent completion of restoration, geographic information on the restoration and other information as appropriate. Coordinate with other ESFs as needed.

ESF #13: Public Safety and Security

Definition: Provides for the protection of life and property by enforcing laws, orders and regulations. The Public Safety and Security function integrates state public safety and security capabilities and resources to support the full range of incident management activities. **Please note: The Sheriff will coordinate law enforcement activities from the EOC during a major disaster. If the emergency is only within one jurisdictional area, the chief law enforcement official responsible for that jurisdictional area shall provide direction and control of law enforcement activities.

Activation Process: The Natrona County Sheriff will activate this ESF to meet known or anticipated public safety/security needs during disaster response and recovery operations.

Lead Agency: Natrona County Sheriff's Office

Supporting Agencies: BOCC, County Administration, County Attorney, Emergency Management, Building and Planning, Public Health/Environment, Coroner, Public Relations, Information Systems, Human Resources, Road and Bridge, Red Cross, VOAD, Local, State and Federal Agencies, Public Safety Communication Center, Fire Districts/Departments, National Weather Service, jurisdictional law enforcement agencies.

Roles and Responsibilities: Provides a mechanism for coordinating and providing support to include investigative/criminal law enforcement, public safety, and security capabilities and resources during incidents. ESF #13 capabilities support incident management requirements including force and critical infrastructure protection, security planning and technical assistance, technology support, and public safety in both pre-incident and post-incident situations. ESF #13 generally is activated in situations requiring extensive assistance to provide public safety and security.

ESF #14: Long Term Community Recovery and Mitigation

Definition: Determine and identify responsibilities for recovery activities and provide effective community recovery efforts. Ensure that procedures and experts are available to provide preliminary estimates and descriptions.

Activation Process: Natrona County Emergency Management, in concert with the Board of County Commissioners will activate this ESF to meet known or anticipated recovery/mitigation needs during disaster response and recovery operations.

Lead Agency: Board of County Commissioners.

Supporting Agencies: County Administration, and all other County agencies and departments, local, state, federal and private sector resources.

Roles and Responsibilities: Provide for a systematic damage assessment process that will help to ensure timely recovery assistance, as well as maximizing state and federal financial disaster assistance in state and Presidential declared disasters.

ESF #15: External Affairs

Definition: Provides the resources and structure for the implementation of the Natrona County Emergency Operations Plan. This is accomplished through the leadership of the Board of County Commissioners and all elected officials. Ensures that sufficient assets are deployed to the field during a potential or actual incidents to provide accurate, coordinated, and timely information to affected audiences, including governments, media, the private sector, and the local populace.

Activation Process: Natrona County Emergency Management will activate this ESF to meet known or anticipated external affairs needs during disaster response and recovery operations.

Lead Agency: Board of County Commissioners

Supporting Agencies: County Administration, Assessor, County Attorney, Emergency Management, Sheriff's Office, Building and Planning, Public Health/Environment, Coroner, Public Relations, Information Systems, Finance, Human Services, Road and Bridge, County Engineer, Local, State and Federal Agencies, Public Safety Communication Center, Private Sector Resources, Fire Districts/Departments.

Roles and Responsibilities: The BOCC declares county emergencies and disasters and authorizes requests for state and federal assistance. The BOCC retains fiscal authority for all county agencies and is accountable for community public health and safety. The Public Information Officer or Joint Information Center provides effective collection, control and dissemination of information to inform the general public of emergency conditions and available assistance.

Approved as to form: _____



Eric K. Nelson, County Attorney

NON-EXCLUSIVE ACCESS EASEMENT

For good and valuable consideration, Natrona County, Wyoming, 200 North Center Street, Wyoming, GRANTOR, grants to Rosemary J. Saul, GRANTEE, and her heirs, assigns, and successors, a non-exclusive fifty foot wide access easement to improve, maintain, and repair as approved by GRANTOR and for ingress and egress to GRANTEE's abutting property. The easement is shown in the attached one page Exhibit "Property Location Plat" and more specifically described below.

EASEMENT DESCRIPTION: 50' wide access road – 1.312 acres

A parcel and strip being 50 feet in width located in and through portions of Lots 25, 24, 23, 43, 44, and 45, Section 19, Township 32 North, Range 79 West of the Sixth Principal Meridian, Natrona County, Wyoming and lying 25 feet on each side of the centerline being more particularly described as follows:

Beginning at the westerly end of the centerline of said Parcel and Strip and a point in the centerline of an existing road and from which point the northwesterly corner of Lot 26, Section 19 and the CS 1/16 corner of said Section 19 bears N.74°35'04"W., 443.20 feet to a point; thence along the centerline of the Parcel and Strip being described and along the arc of a true curve to the right, having a radius of 140.00 feet and through a central angle of 64°58'27", northeasterly, 158.76 feet and the chord of which bears N.78°48'57"E., 150.39 feet to a point of tangency; thence continuing along the centerline of said Parcel and Strip S.68°41'49"E., 102.98 feet to a point; thence S.55°41'55"E., 100.56 feet to a point; thence S.60°35'22"E., 178.41 feet to a point; thence S.58°07'13"E., 172.99 feet to a point; thence S.56°31'16"E., 273.06 feet to a point; thence S.26°31'45"E., 156.40 feet to a point in and intersection with the westerly line of the SE1/4SE1/4, Section 19 and Point of Terminus and from which point the southeasterly corner of Lot 44, Section 19 and CSSE1/64 corner bears S.0°28'35"W., 27.72 feet and said Parcel and Strip containing 1.312 acres, more or less, as set forth by the exhibit attached and made a part hereof.

NATRONA COUNTY, WYOMING

John Lawson, Chair
Natrona County Board of Commissioners

STATE OF WYOMING)
) SS.
COUNTY OF NATRONA)

On March, 2018, JOHN LAWSON affirmed and subscribed before me the foregoing *Non-Exclusive Access Easement*. WITNESS MY HAND AND OFFICIAL SEAL.

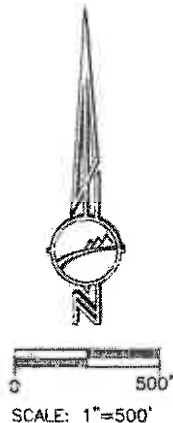
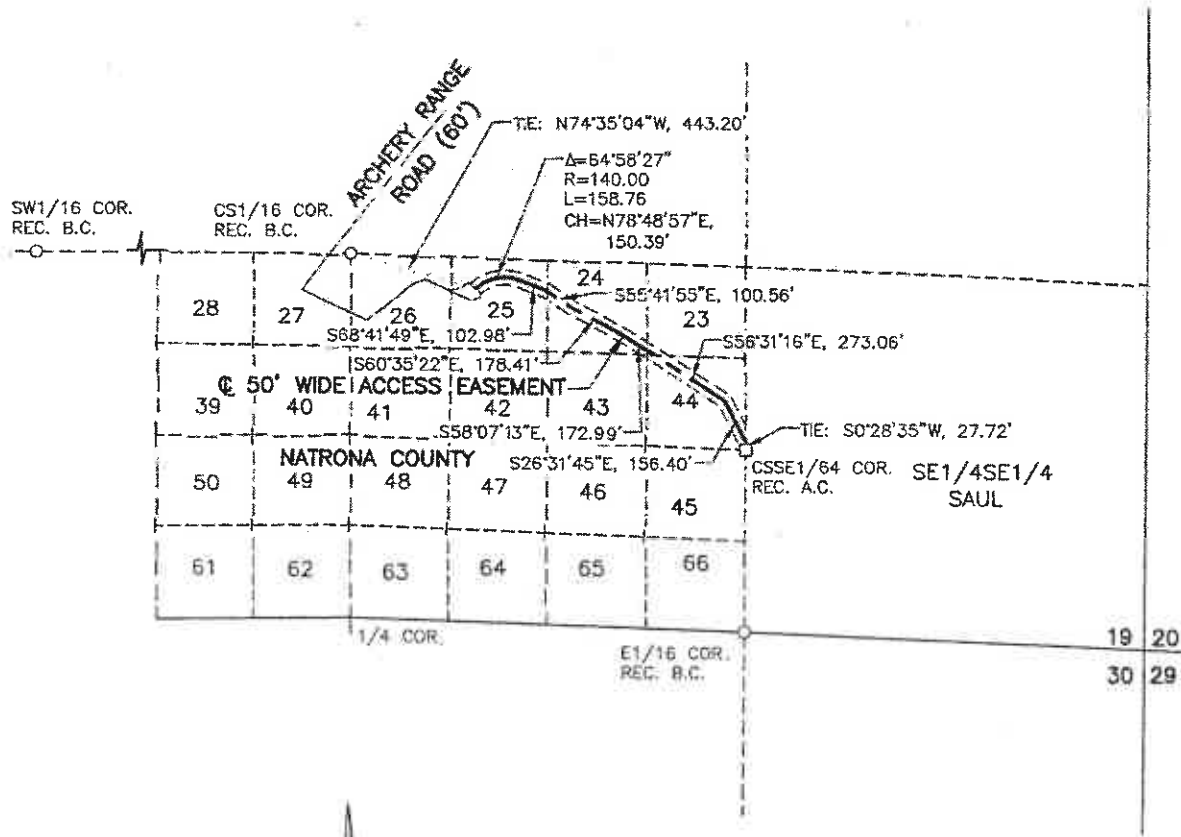
NOTARY PUBLIC

WLC ENGINEERING, SURVEYING & PLANNING
200 PRONGHORN STREET, CASPER, WYOMING 82601
FOR

Client ROSE SAUL Address P.O. BOX 717
City GLENROCK State WYOMING Zip 82637

PROPERTY LOCATION PLAT

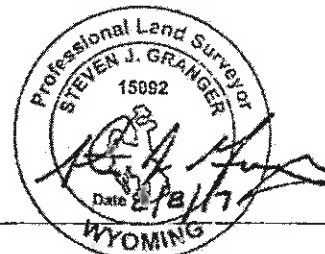
LOTS 25, 24, 23,
43, 44 & 45 Section 19, T. 32 N., R. 79 W., 6th Principal Meridian, Wyoming
City CASPER County NATRONA State WYOMING



BASIS OF BEARING
GEODETIC BASED ON GPS

EASEMENT LINE -- LT SIDE
50' ± SURVEY AND PROPOSED EASEMENT
EASEMENT LINE -- RT SIDE
EASEMENT DETAIL

FOOTAGE 1143.16'
RODDAGE 69.28
MILEAGE 0.217
ACREAGE 1.312



Date: 8-8-17
W.O. No. 16338
Book No. , Pg
Drawn By: KRM
Acad File: SAUL ACCESS EASEMENT 16338

N:\MISC\16338-ROSE SAUL-SURVEY ACCESS ROAD\SURVEY\DWG\SAUL ACCESS EASEMENT 16338.DWG

QUITCLAIM DEED FOR NON-EXCLUSIVE ACCESS EASEMENT

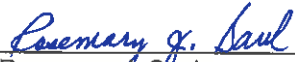
Rosemary Saul was granted a non-exclusive access easement that was recorded on March 3, 2017 with file number 1027318.

For good and valuable consideration, Rosemary J. Saul, GRANTOR, quit claims to Natrona County, Wyoming, 200 North Center Street, Casper, Wyoming, GRANTEE, the 50 feet wide non-exclusive access easement to improve, maintain, and repair and for ingress and egress to Grantor's abutting property described in the file number 1027318 document and also described below.

DESCRIPTION OF EASEMENT. A Parcel and Strip being 50 feet in width located in and through a portion of Lots 27, 26, 25, 24, 23, 43, 44, and 45, Section 19, Township 32 North, Range 79 West of the 6th Principal Meridian, Natrona County, Wyoming, and lying 25 feet to each side of the centerline being more particularly described as follows:

Beginning at the most northerly end of said centerline and a point in the intersection of the northerly line of said Lot 27, Section 19, with the centerline of Archery Range Road, and from which point the center south 1/16 corner of said Section 19, bears S.89°50'30"E., 79.09 feet; thence from said Point of Beginning and along the centerline of said Parcel and Strip, across said Lots 27, 26, 25, 24, 23, 43, 44, and 45, Section 19, S.37°25'09"W., 152.17 feet to a point; thence S.64°29'09"E., 248.89 feet to a point; thence N.51°18'20"E., 204.36 feet to a point; thence N.72°14'32"E., 45.13 feet to a point; thence S.65°13'38"E., 162.14 feet to a point; thence S.74°09'05"E., 157.96 feet to a point; thence S.60° 16'11"E., 109.18 feet to a point; thence S.61°29'20"E., 64.68 feet to a point; thence S.79°35'31"E., 48.24 feet to a point; thence S.60°35'22"E., 178.41 feet to a point; thence S.58°07'13"E., 172.99 feet to a point; thence S.53°24'29"E., 198.46 feet to a point; thence S.5°06'55"E., 226.88 feet to a point; thence S.27°34'49"E., 71.48 feet to a point; thence S.64°18'28"E., 92.21 feet to the most southerly end of said centerline and a point in and intersection with the easterly line of said Lot 45, Section 19, and Point of Terminus, and from which point the east 1/16 corner common to said Section 19 and Section 30, bears S.0°43'01"W., 506.92 feet and containing 2.449 acres, more or less, as set forth by the plat attached and made a part hereof.

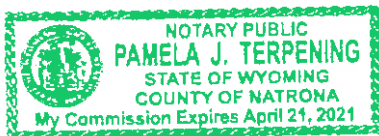
ROSEMARY J. SAUL



Rosemary J. Saul

STATE OF WYOMING)
) SS.
COUNTY OF NATRONA)

On March 2, 2018, ROSEMARY J. SAUL affirmed and subscribed before me the foregoing *Quitclaim Deed for Non-Exclusive Access Easement*.

WITNESS MY HAND AND OFFICIAL SEAL.




Notary Public

QUITCLAIM DEED FOR NON-EXCLUSIVE ACCESS EASEMENT


Rosemary Saul was granted a non-exclusive access easement that was recorded on March 3, 2017 with file number 1027318.

For good and valuable consideration, Rosemary J. Saul, GRANTOR, quit claims to Natrona County, Wyoming, 200 North Center Street, Casper, Wyoming, GRANTEE, the 50 feet wide non-exclusive access easement to improve, maintain, and repair and for ingress and egress to Grantor's abutting property described in the file number 1027318 document and also described below.

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Beginning at the most northerly end of said centerline and a point in the intersection of the northerly line of said Lot 27, Section 19, with the centerline of Archery Range Road, and from which point the center south 1/16 corner of said Section 19, bears S.89°50'30"E., 79.09 feet; thence from said Point of Beginning and along the centerline of said Parcel and Strip, across said Lots 27, 26, 25, 24, 23, 43, 44, and 45, Section 19, S.37°25'09"W., 152.17 feet to a point; thence S.64°29'09"E., 248.89 feet to a point; thence N.51°18'20"E., 204.36 feet to a point; thence N.72°14'32"E., 45.13 feet to a point; thence S.65°13'38"E., 162.14 feet to a point; thence S.74°09'05"E., 157.96 feet to a point; thence S.60° 16'11"E., 109.18 feet to a point; thence S.61°29'20"E., 64.68 feet to a point; thence S.79°35'31"E., 48.24 feet to a point; thence S.60°35'22"E., 178.41 feet to a point; thence S.58°07'13"E., 172.99 feet to a point; thence S.53°24'29"E., 198.46 feet to a point; thence S.5°06'55"E., 226.88 feet to a point; thence S.27°34'49"E., 71.48 feet to a point; thence S.64°18'28"E., 92.21 feet to the most southerly end of said centerline and a point in and intersection with the easterly line of said Lot 45, Section 19, and Point of Terminus, and from which point the east 1/16 corner common to said Section 19 and Section 30, bears S.0°43'01"W., 506.92 feet and containing 2.449 acres, more or less, as set forth by the plat attached and made a part hereof.

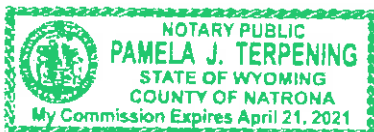
ROSEMARY J. SAUL


Rosemary J. Saul

STATE OF WYOMING)
) SS.
COUNTY OF NATRONA)

On March 2, 2018, ROSEMARY J. SAUL affirmed and subscribed before me the foregoing *Quitclaim Deed for Non-Exclusive Access Easement*.

WITNESS MY HAND AND OFFICIAL SEAL.




Notary Public

AMENDMENT to Contract for Non-Exclusive Easement
EXHIBIT A

NON-EXCLUSIVE ACCESS EASEMENT

For good and valuable consideration, Natrona County, Wyoming, 200 North Center Street, Wyoming, GRANTOR, grants to Rosemary J. Saul, GRANTEE, and her heirs, assigns, and successors, a non-exclusive fifty foot wide access easement to improve, maintain, and repair as approved by GRANTOR and for ingress and egress to GRANTEE's abutting property. The easement is shown in the attached one page Exhibit "Property Location Plat" and more specifically described below.

EASEMENT DESCRIPTION: 50' wide access road – 1.312 acres

A parcel and strip being 50 feet in width located in and through portions of Lots 25, 24, 23, 43, 44, and 45, Section 19, Township 32 North, Range 79 West of the Sixth Principal Meridian, Natrona County, Wyoming and lying 25 feet on each side of the centerline being more particularly described as follows:

Beginning at the westerly end of the centerline of said Parcel and Strip and a point in the centerline of an existing road and from which point the northwesterly corner of Lot 26, Section 19 and the CS 1/16 corner of said Section 19 bears N.74°35'04"W., 443.20 feet to a point; thence along the centerline of the Parcel and Strip being described and along the arc of a true curve to the right, having a radius of 140.00 feet and through a central angle of 64°58'27", northeasterly, 158.76 feet and the chord of which bears N.78°48'57"E., 150.39 feet to a point of tangency; thence continuing along the centerline of said Parcel and Strip S.68°41'49"E., 102.98 feet to a point; thence S.55°41'55"E., 100.56 feet to a point; thence S.60°35'22"E., 178.41 feet to a point; thence S.58°07'13"E., 172.99 feet to a point; thence S.56°31'16"E., 273.06 feet to a point; thence S.26°31'45"E., 156.40 feet to a point in and intersection with the westerly line of the SE1/4SE1/4, Section 19 and Point of Terminus and from which point the southeasterly corner of Lot 44, Section 19 and CSSE1/64 corner bears S.0°28'35"W., 27.72 feet and said Parcel and Strip containing 1.312 acres, more or less, as set forth by the exhibit attached and made a part hereof.

NATRONA COUNTY, WYOMING

John Lawson, Chair
Natrona County Board of Commissioners

STATE OF WYOMING)
) SS.
COUNTY OF NATRONA)

On March, 2018, JOHN LAWSON affirmed and subscribed before me the foregoing *Non-Exclusive Access Easement*. WITNESS MY HAND AND OFFICIAL SEAL.

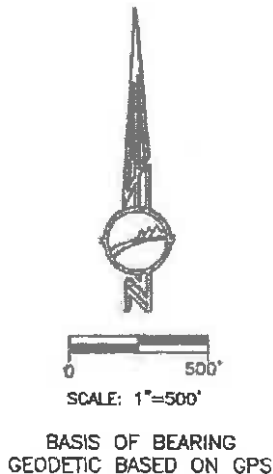
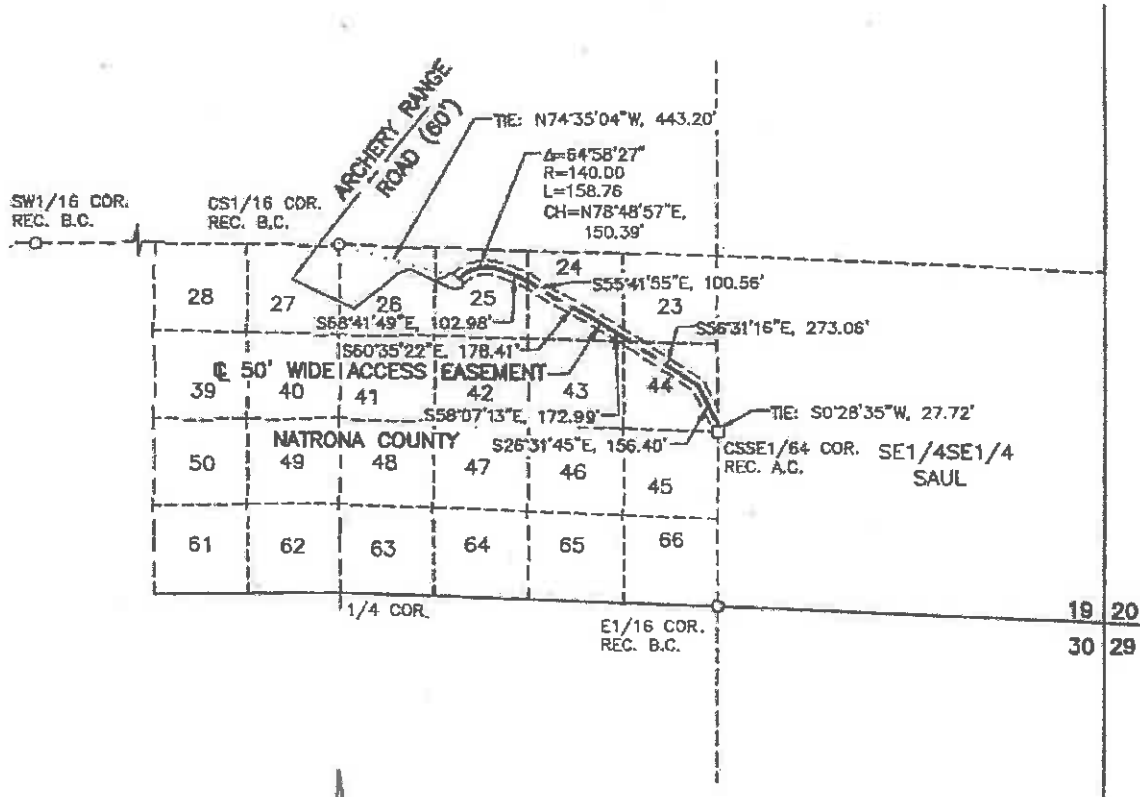
NOTARY PUBLIC

WLC ENGINEERING, SURVEYING & PLANNING
200 PRONGHORN STREET, CASPER, WYOMING 82601
FOR

Client ROSE SAUL Address P.O. BOX 717
City GLENROCK State WYOMING Zip 82637

PROPERTY LOCATION PLAT

LOTS 25, 24, 23,
43, 44 & 45 Section 19, T. 32 N., R. 79 W., 6th Principal Meridian, Wyoming
City CASPER County NATRONA State WYOMING



EASEMENT LINE - LT SIDE
50' E SURVEY AND PROPOSED EASEMENT
EASEMENT LINE - RT SIDE
EASEMENT DETAIL

FOOTAGE 1143.16'
RODDAGE 69.28
MILEAGE 0.217
ACREAGE 1.312



Date: 8-8-17
W.O. No. 16338
Book No. Pg
Drawn By: KRM
Acad File: SAUL ACCESS EASEMENT 16338

H:\MISC\16338-ROSE SAUL-SURVEY ACCESS ROAD\SURVEY\DWG\SAUL ACCESS EASEMENT 16338.DWG

AMENDMENT to Contract for Non-Exclusive Easement
Attachment to EXHIBIT B



NATRONA COUNTY

Development Department

200 North Center Street, Room 205
Casper, WY 82601


Jason Gutierrez, PE, Director
County web: www.natronacounty-wy.gov

Phone: 307-235-9435
Fax: 307-235-9436
Email: jgutierrez@natronacounty-wy.gov

"The purpose of the Natrona County Development Department is to provide necessary services to implement sound land use planning and economic development policies to protect and enhance the quality of life for present and future inhabitants of Natrona County."

MEMORANDUM

To: Board of County Commissioners

From: Trish Chavis, Jason Gutierrez 

Date: February 26, 2018

RE: CUP17-8 – A request for approval of a Conditional Use Permit to install a booster station and Water Tank.

cc: Applicant, County Attorney, File

Staff Recommendation:

Approve the requested Conditional Use permit for the installation of a booster station, water tank (painted Shale Green) with the findings of fact as presented during the hearing.

Planning Commission Recommendations:

Approve the requested Conditional Use permit for the installation of a booster station, water tank (painted Shale Green) with the findings of fact. Additionally the Planning and Zoning Commission required the "Steamboat" logo be installed on side of water tank and copies of the weld x-ray report be provided to staff.

History:

September 18, 2017 – Staff of the Development Department contacted the City of Casper in regards to the water tank, booster station being constructed along Wyoming Boulevard. The installation of utilities (building or facility of public utilities) is a Conditional Use Permit (CUP) is Urban Agriculture (UA) zoning.

September 21, 2017 – Conditional Use Permit application received on behalf of the City of Casper.

November 14, 2017 – The Planning Commission held 1st public meeting and recommended approval of the CUP with the condition that the City of Casper hold a community meeting to discuss ideas to make the tank more cosmetically appealing. This condition was addressing public comment received during the hearing about the view-shed impact. Planning Commission questioned why City has proceeded without obtaining the required CUP. City/Consultant apologized and agreed to have neighborhood meeting for cosmetically appealing options.

December 13, 2017 – The City of Casper holds community meeting. Attendees were City of Casper Engineering Department, Natrona County Development Department staff and one Planning Commissioner. There were also three members of the public in attendance, Jerry Galles, Ruth Doyle Hartung and Lisa Burrige.

Several ideas were discussed on how to make the water tank more cosmetically appealing. The ideas of: a mural being painted, trees being planted, the tank being painted darker than the city standard, and a soil berm to hide the view of the tank. The berm was determined not be a good idea as it would lead to security issues. The ideas of landscaping and murals were also not agreed to as they could lead to increased maintenance or lead to vandalism.

During this meeting the City offered since the tank was not yet painted that the color could be chosen by Jerry Galles from the palette provided by City of Casper.

January 9, 2017- Planning and Zoning meeting, City CUP not on agenda due to waiting on color from Jerry Galles.

January 19, 2018 – Jerry Galles submits the color choice of Shale Green, chosen from the palette as provided from the City of Casper. He added different variations showing Steamboat.

January 19, 2018 – The City of Casper submits letter in opposition to the color chosen by Jerry Galles stating that although the color seems to be cosmetically appealing, the darker shade may cause issues with water quality (nitrification).

February 13, 2018 – The Planning Commission approves the water tank with the condition one being the tank be painted Shale Green. Jerry Galles spoke in favor of the Shale Green and provided his input. The conversation of nitrification also occurred during the public hearing with CEPI and City speaking. Nitrification is a condition where the water becomes un-potable. The concern was the shale green was a darker color and could increase the water temperature, thus increasing the possibility of nitrification. Nitrification was further discussed that due to the low usage increased testing and observation was going to occur anyway. There was two key points during the hearing 1) It could not be stated that painting the tank alone would cause nitrification, and 2) there are no AWWA (American Water Works Association) standards that prohibit or speak to the shale green color. One Planning and Zoning member spoke of other water tanks in community where neighbors chose colors and level of landscaping to address view-shed, so accommodating the color was not unreasonable.

The next condition was that “Steamboat” emblem as represented in the Jerry Galles photos be installed on the side of tank.

The last condition added was that X-Ray weld certifications be provided. This was due to the known information that the tank during construction experienced wind damage on November 29, 2017. This item was discussed after the December 13, 2017 meeting with CEPI and a Planning and Zoning member. CEPI said the welds were going to be checked as part of the project.

Summary:

Natrona County Planning and Zoning (P&Z) has conducted two public hearings on this item and has recommended approval of the item with conditions. At both hearings, the appearance of the water tank has been a concern as commented by the public. In response to this concern, P&Z required a City organized neighborhood meeting to determine solutions. The outcome of the this process was Shale Green and is a condition of P&Z recommendation.

P&Z also required the addition of "Seamboat" at the last public hearing. This was due to public comment supplied. Staff would add that murals were discussed at the neighborhood meeting and the City did not agree from a maintenance potential vandalism standpoint. Staff would further recommend that if a mural were to be required a much larger process would need to occur to assure public and City interest were represented.

The last condition that the X-Ray results be provided places staff in an odd situation. A building permit was not required, so no involvement of Natrona County in regards to the structure to date has occurred. The involvement has been from a Zoning standpoint only. Staff would offer that the City of Casper has hired Licensed Engineers for this project and has quality assurance process in place to assure the tank is constructed properly.

For these reasons above staff is recommending approval of the requested Conditional Use permit for the installation of a booster station, water tank (painted Shale Green) with the findings of fact as presented during the hearing.

BOCC has the options to approve with or without above conditions (each condition stands alone), approve with new conditions, or deny the application.



NATRONA COUNTY

Development Department

200 North Center Street, Room 202
Casper, WY 82601

AGENDA

BOARD OF COUNTY COMMISSIONERS MEETING

March 6, 2018

Planning Commission Recommendations

1. Planning Commission Recommendation:

Approve w/Conditions

At its February 13, 2018 meeting, the Planning Commission acted to recommend approval of the requested Conditional Use Permit to the Board of County Commissioners with the following conditions:

- The tank shall be painted Shale Green
- Add the Wyoming Cowboy Steamboat
- Provide the results of the weld x-rays

(Motion carried unanimously)

A summary of this agenda item will be provided with more detail the week of the February 26, 2018.



NATRONA COUNTY

Development Department

200 North Center Street, Room 202
Casper, WY 82601

MINUTES OF THE NATRONA COUNTY PLANNING COMMISSION February 13, 2018

MEMBERS PRESENT: Harold Wright, Jim Brown, Hal Hutchinson, Bob Bailey, and Tom Davis

MEMBERS ABSENT:

STAFF MEMBERS PRESENT: Jason Gutierrez, and Peggy Johnson

OTHERS PRESENT: Charmaine Reed, Deputy County Attorney

Chairman Wright called the meeting to order at 5:30 p.m.

ITEM 1

Brown moved and Bailey seconded a motion to approve the January 9, 2018 meeting minutes. Motion carried unanimously.

ITEM 2

Chairman Wright opened the public hearing for CUP17-8 – A request by the City of Casper for a Conditional Use Permit to install a new water storage tank and booster pump station as part of the East Zone III Improvement Project, located in a portion of Sections 14 & 23, Township 33 North, Range 79 West of the 6th Principal Meridian, Natrona County, Wyoming. The water tank address is 2992 S.E. Wyoming Blvd with the pump station being located at 2600 Country Club Road. Request for your approval after a community meeting was held with the neighborhood to discuss ideas on how to make the tank more cosmetically appealing.

Gutierrez gave the staff report. Staff proposes a motion and vote by the Planning Commission to recommend approval of one of these (Shale Green, Sand Dune or Nantucket Dune) colors and forward it to the Board of County Commissioners with the condition being met.

Discussion between the Planning Commission and Staff.

Public hearing open

Those speaking in favor – Alex Sveda, Nick Larsen and Jerry Galles all from Casper

Discussion between the Planning Commission, Staff and Applicant

Those speaking opposition – None

Public hearing closed

Brown moved approval of the color Shale green for CUP17-8 the water tank. Davis seconded the motion. With an amendment by Bailey, that a copy of the weld x-ray report be furnished to the Planning and Zoning Department, Brown agrees with the amendment with a vote of 3 for (Bailey, Davis, and Brown) and 1 against (Hutchinson). Then Hutchinson made an amendment to the motion that the bucking horse logo be included on the tank. Bailey second that motion, this motion carried unanimously. Motion with two amendments carried unanimously.

ITEM 3

Chairman Wright opened the hearing for CUP08-0004 C. C. Cowboys – Revocation of Conditional Use Permit.

Gutierrez gave an update on the status of this item all the requirements have now been met and requests this item be removed from the agenda.

Brown moved to remove the item from the agenda. Davis seconded the motion. Motion carried unanimously.

ITEM 4

Chairman Wright opened the hearing in the Allison appeal request for denial of Building Permit TB-17-437 for a pole barn located at 2451 Yarrow.

Gutierrez updated the Planning Commission on what had transpired with the Zoning Certificate. Applicant's site plan did not meet the minimum distance and an Elevation Certificate has been provided. Staff proposes that the Planning Commission uphold the Planning Departments denial of the Zoning Certificate (TB-17-437).

Discussion between the Planning Commission and Staff.

Appellant represented by legal counsel; presented arguments as to why they feel the permit should be approved.

Discussion between the Planning Commission, Staff, Appellant and their legal counsel.

Hutchinson moves to uphold the Planning Departments denial of the Zoning Certificate (TB-17-437) for setbacks. Davis seconded the motion. Motion carried with a vote of 3 for (Hutchinson, Bailey, and Davis) and 1 against (Brown).

Public Comment – None

Commissioner Bailey moved to adjourn meeting at 6:53 p.m. Commissioner Brown seconded the motion. Motion carries unanimously.

Renea Vitto
Natrona County Clerk

(Please read GENERAL INFORMATION AND APPLICATION INSTRUCTIONS before filling out)

I (We), the undersigned, do hereby petition the Board of County Commissioners of Natrona County, Wyoming, for a Conditional Use Permit, as provided in Chapter 11, 2000 Natrona Zoning Resolution.

1. Applicant: _____ Owner: _____
Name City of Casper Name Same
2. Address 200 N. David, Casper Address _____
3. Phone 235-8298 Phone _____
4. Explain why you are requesting this conditional use permit and detail the proposed use:
To install new water storage tank and booster pump station

5. Legal description and size of property (If within a platted subdivision, give subdivision name, block and lot number. If not within a platted subdivision, give quarter-section, section, township and range). Water Tank Site: W 1/4 SE 1/4 Sec. 14, T33N, R79W; 1.00 acre
Booster Pump Station: NW 1/4 SW 1/4 Sec. 23, T33N, R79W, 0.10 acre
23
6. Current zoning of property UA
7. Type of sewerage disposal: Public _____ Septic _____ Holding Tank _____ Other None
8. Source of Water: _____ City of _____ Casper
9. This property was purchased from _____ C.E. Swinney, LLC
10. The date this property was purchased _____ 8/8/17

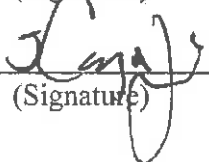
On separate sheets of paper, please respond to the following questions and provide explanations for your answers:

A.S.
10/2/2017

- Will granting the conditional use permit contribute to an overburdening of County services?
- Will granting the conditional use permit cause undue traffic, parking, population density or environmental problems?
- Will granting the conditional use permit impair the use of adjacent property or alter the character of the neighborhood?
- Will granting the conditional use permit detrimentally affect the public health, safety and welfare?

I (We) hereby certify that I (We) have read and examined this application and know the same to be true and correct to the best of my (our) knowledge. Granting this request does not presume to give authority to violate or cancel the provisions of any other State or local laws. Falsification or misrepresentation is grounds for voiding this request, if granted. All information within, attached to or submitted with this application shall become part of the public record.

Applicant: same as Owner Date _____
(Signature)

Owner:  Date 10/4/17
(Signature)

City of Casper East Zone III Water System Project; Additional Information for Condition Use Permit

This additional information is an attachment to the Conditional Use Permit Application to Natrona County, specifically to provide general information on the project and specifically to answer the questions on pages 5 and 6 of the CUP.

The East Zone III project is being done by the City of Casper in order to provide water service to higher elevation lands in east Casper, which have not been available up to this time. The Zone III water service area does not extend east beyond Casper Mountain Road, which has curtailed development in the southeast areas of the City of Casper growth area. This project will provide for future development of these areas.

The project consists of a booster pump station near the existing Manor Heights water tanks off of Country Club Road, approximately 4.5 miles of 16 inch PVC water line, and a new 400,000 gallon water storage tank. The project layout is shown on the attached drawings. Both the Booster and the Tank are being constructed on parcels of land purchased from Carol Swinney (deeds attached), and the pipeline will be installed in easements that have been obtained from 9 land owners, including Carol. The water tank is 58 feet in diameter and 20 feet in height. In order to properly function in the City's water Zone III, the water tank had to be designed at a specified elevation as shown on the attached drawings. Within these design parameters and in the course of the lengthy land negotiations with Ms. Swinney, a location for the water tank was chosen to be down in an existing large gully east of the wooden cell tower on Wyoming Boulevard, in an attempt to hide the tank from view. Masking the view of the tank was paramount to Ms. Swinney's agreement to sell this 1 acre tract of land to the City for the project. To meet the required design elevation for Zone III, the tank was not able to be placed at the bottom of the gully as originally hoped. The necessary elevation ended up being up the hillside to the north, so roughly 10 feet of the tank will now extend above the height of the hill top. When viewed from the north, however, none of the tank will be visible because it sits so far above the developed areas of Casper. The tank will be visible from Wyoming Boulevard for a very short distance.

In response to the questions in the CUP:

- Granting of this CUP will have no affect on County services.
- Granting of this CUP will not cause undue traffic, parking or population density or environmental problems. City personnel will access the Booster from Country Club Road, and the Tank from Wyoming Boulevard via a WYDOT approved access.
- Granting of this CUP will not impair the use of adjacent property or alter the character of the neighborhood. The booster is adjacent to a currently fenced City water tank site, and the new tank is a located in a fairly rough area that Ms. Swinney does not use for grazing, and the tank site will be securely fenced.
- Granting of this CUP will have a beneficial effect on the public health, safety and welfare, by extending the developable boundary areas of the City of Casper and Natrona County.

PROJECT DOCUMENTS
FOR
**EAST ZONE III
IMPROVEMENTS
PROJECT**

Includes Addendum 1 and 2

FOR INFORMATION ON THIS PROJECT:
CIVIL ENGINEERING PROFESSIONALS, INC.
6080 ENTERPRISE DR. CASPER, WYOMING 82609
PHONE 1-307-266-4346 - FAX 1-307-266-0103
PROJECT MANAGER NICK LARSEN - x616
PROJECT ENGINEER ALAN COREY - x618

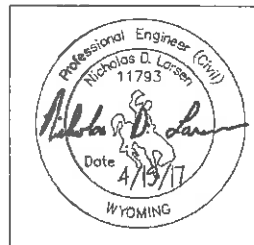
**CITY OF CASPER PROJECT NO. 13-38
CEPI PROJECT NO. 14-066
JULY, 2017**



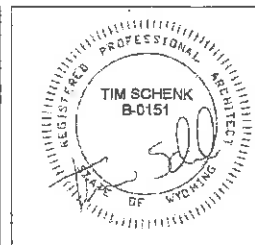
CITY OF CASPER
200 N. DAVID
CASPER, WYOMING 82601



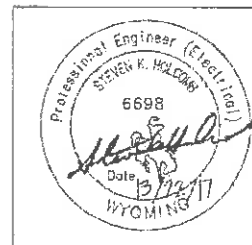
Civil Engineering Professionals, Inc.
6080 Enterprise Drive, Casper, WY 82609
Phone 307.266.4346 Fax 307.266.0103
www.cepi-casper.com



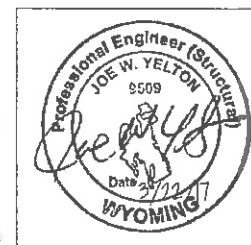
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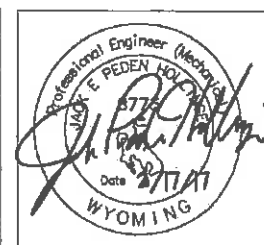
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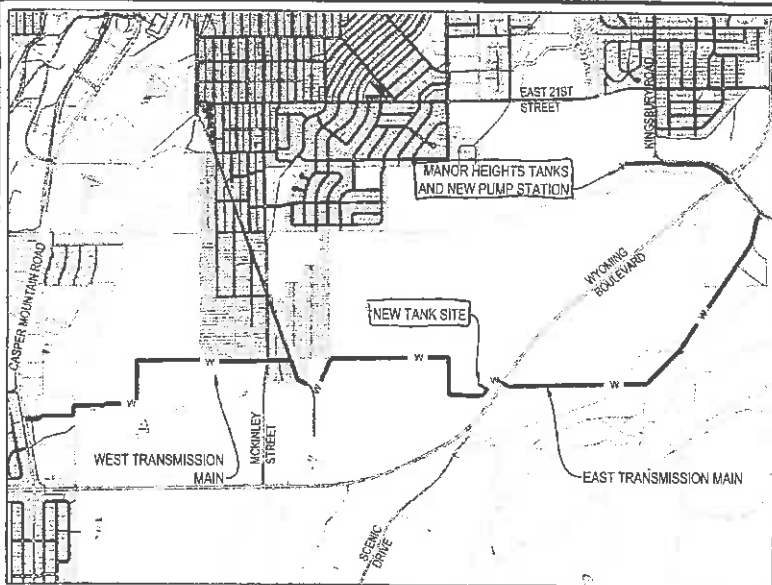
ELECTRICAL



STRUCTURAL



MECHANICAL



CASPER, WYOMING
VICINITY MAP

LEGEND

— W —	EXISTING WATERLINE W/VALVE	▨	CONSTRUCTION EASEMENT
— SS —	EXISTING SANITARY SEWER	⊗	EXISTING FIRE HYDRANT W/VALVE
— ST —	EXISTING STORM SEWER	⊗	PROPOSED FIRE HYDRANT W/VALVE
— ST —	PROPOSED STORM SEWER	⊗	EXISTING SANITARY SEWER MANHOLE
---	EXISTING PROPERTY LINE	⊗	PROPOSED SANITARY SEWER MANHOLE
---	PROPOSED PROPERTY LINE	⊗	EXISTING SANITARY SEWER CLEANOUT
— GAS —	EXISTING GAS LINE	⊗	PROPOSED SANITARY SEWER CLEANOUT
— UGP —	EXISTING UNDERGROUND POWER	⊗	EXISTING STORM SEWER MANHOLE
— OHP —	EXISTING OVERHEAD POWER W/ POLE	⊗	PROPOSED STORM SEWER MANHOLE
— X —	EXISTING FENCE	⊗	EXISTING STORM SEWER INLET
— WF —	WILDLIFE FRIENDLY FENCE	⊗	PROPOSED STORM SEWER INLET
— HF —	HORSE SAFE FENCE	⊗	EXISTING STORM SEWER FES
— [X] —	CHAIN LINK FENCE	⊗	PROPOSED STORM SEWER FES
---	EXISTING EASEMENT	⊗	EXISTING AIR RELEASE VALVE
---	PROPOSED EASEMENT	⊗	PROPOSED AIR RELEASE VALVE
		⊗	EXISTING SURVEY MONUMENT (TO BE PROTECTED)
		⊗	EXISTING WATER SERVICE
		⊗	PROPOSED WATER SERVICE

GENERAL NOTES:

- NOTES GIVEN HERE SHALL APPLY TO ALL SHEETS.
- THE LOCATION OF THE EXISTING UTILITIES AND PIPELINES HAS BEEN SHOWN ON THE DRAWINGS BASED ON "AS-BUILT" MAPS AND LOCATION MAPS PROVIDED BY THE OWNER'S OF THE UTILITIES AND PIPELINES. THE EXACT LOCATION OF THESE FACILITIES MAY NOT BE SHOWN ACCURATELY ON THE DRAWINGS. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO CONTACT THE UTILITY AND/OR PIPELINE COMPANIES IN THE AREA OF THE PLANNED WORK AND SECURE EXACT LOCATIONS FOR THOSE FACILITIES. THE CONTRACTOR SHALL REQUEST THE OWNER OF THE UTILITY TO PROVIDE THE NATURE, LOCATION AND ELEVATION OF THE UTILITY AT EACH LOCATION AND AT WHATEVER INTERVAL IS NECESSARY FOR THE WORK. IF THE UTILITY COMPANY CANNOT OR WILL NOT PROVIDE THE INFORMATION, THE CONTRACTOR SHALL OBTAIN THE INFORMATION BY WHATEVER MEANS NECESSARY. FOR EACH LOCATION, THE UTILITY SHALL BE TIED BOTH HORIZONTALLY AND VERTICALLY, BY COORDINATES, TO A DATUM DETERMINED BY THE ENGINEER AND CERTIFIED BY A LICENSED SURVEYOR. THE CONTRACTOR SHALL SHOW THE NATURE, LOCATION AND ELEVATION OF THE UTILITY ON THE ENGINEER'S CONTRACT DRAWINGS AND PROVIDE A COPY OF THE INFORMATION TO THE OWNER. NO TRENCHING OR EXCAVATION OPERATIONS SHALL TAKE PLACE UNTIL ALL UTILITIES HAVE BEEN CONTACTED AND LOCATIONS AND ELEVATIONS OF THE UTILITIES CONFIRMED.
- OVERHEAD UTILITIES SHOULD BE RECOGNIZED BY THE CONTRACTOR AS A HAZARD. THE CONTRACTOR SHALL ABIDE BY W.S. 37-3-301 AT SEQ., KNOWN AS THE WYOMING HIGH VOLTAGE POWER LINES AND SAFETY RESTRICTIONS ACT BEFORE BEGINNING ANY WORK UNDER OR NEAR THE UTILITY.
- ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE CITY OF CASPER STANDARD SPECIFICATIONS, LATEST EDITION
- SERVICE SADDLES SHALL BE BRASS OR STAINLESS STEEL BANDS, NUTS, AND WASHERS, FORD STYLE 202B OR 202BS, WITH C.C. THREADS, OR APPROVED EQUAL
- 12" VALVES SHALL HAVE MECHANICAL JOINTS WITH MEGALUGS, 16" VALVES AND FITTINGS SHALL HAVE MECHANICAL JOINTS WITH MEGALUGS
- COPPER SERVICES SHALL BE RECONNECTED WITH COPPER PIPE.
- PLUG AND BLOCK ABANDONED WATER MAINS WITH CONCRETE. CLOSE ALL ABANDONED VALVES, REMOVE VALVE BOXES, AND FILL WITH SLURRY. REMOVE CONE OF ABANDONED MANHOLES, FILL WITH SELECT BACKFILL
- CORROSION PROTECTION SHALL BE FOR SOILS OF HIGH CORROSIVITY
- ANY LEAD SERVICE PIPE ENCOUNTERED WILL BE REMOVED IN ITS ENTIRETY AND REPLACED WITH 1" POLY SERVICE LINE.
- ALL COPPER SERVICE PIPE SHALL BE REPAIRED WITH BRASS FITTINGS AND COPPER PIPE. NO POLY TO COPPER CONNECTIONS WILL BE ALLOWED.
- ALL HYDRANTS SHALL BE EQUIPPED WITH 5" STORZ PUMPER NOZZLE
- ALL EXISTING FIRE HYDRANTS TO BE ABANDONED SHALL BE REMOVED WITH RISER DOWN TO THE HYDRANT SHOE AND SHALL BE DELIVERED TO THE WATER GARAGE AT DESIGNATED LOCATION
- ALL WATER AND SEWER MAINS IN CLOSE PROXIMITY SHALL MEET THE SEPARATION REQUIREMENTS IN THE CITY OF CASPER STANDARD SPECIFICATIONS (DIVISION 500, SECTION 501.13, SECTION 501.06; DIVISION 200, SECTION 205.05) UNLESS OTHERWISE INSTRUCTED BY THE ENGINEER.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR EROSION AND SEDIMENT CONTROL MEASURES AS NECESSARY TO COMPLY WITH FEDERAL, STATE, COUNTY, AND TOWN REGULATIONS INCLUDING WYPPDES THAT PROHIBIT DISCHARGE OR POLLUTANTS, INCLUDING SEDIMENTS THAT ARE A RESULT OF EROSION OR OTHER CONSTRUCTION ACTIVITIES. THE CONTRACTOR SHALL PROVIDE DUST CONTROL AND SHALL CONDUCT WORK SO THAT SEDIMENT IS NOT TRANSPORTED ONTO THE ROADWAY OR ADJACENT PROPERTY. THE CONTRACTOR IS RESPONSIBLE FOR PREPARING AND MAINTAINING THE SWPPP.
- CONTRACTOR IS RESPONSIBLE FOR PREPARING, IMPLEMENTING, AND MAINTAINING ALL TRAFFIC CONTROL PLANS AND MEASURES, AS APPROVED BY THE CITY OF CASPER AND MEET ALL MUTCD STANDARDS.
- ALL CONCRETE CURB AND GUTTER, VALLEY PANS, AND FILLETS MUST BE COMPLETED PRIOR TO ASPHALT PATCHING OR OVERLAY.
- ALL COSTS ASSOCIATED WITH ANY WATER BREAK IN THE PROJECT LIMITS AFTER CONTRACTOR HAS MOBILIZED ONTO THE SITE WILL BE BORNE BY CONTRACTOR.
- PROPOSED WATER MAIN SHALL MAINTAIN SLOPE TO AIR RELEASE VALVES. CONTRACTOR SHALL ENSURE THERE ARE NO HIGH POINTS UNLESS THEY ARE LOCATED AT AIR RELEASE VALVES
- CURB STOP FOR NEW SERVICES SHALL BE INSTALLED 3' INSIDE EASEMENT, UNLESS OTHERWISE DIRECTED BY THE ENGINEER
- CONTRACTOR IS RESPONSIBLE FOR DETERMINING EARTHWORK QUANTITIES.

14-066	AC	NL	NL
07/17	07/17	07/17	07/17



Civil Engineering Professionals, Inc.
4000 Enterprise Drive - Casper, Wyoming 82401 • 307.266.4104 • 307.266.9102 fax

CITY OF CASPER

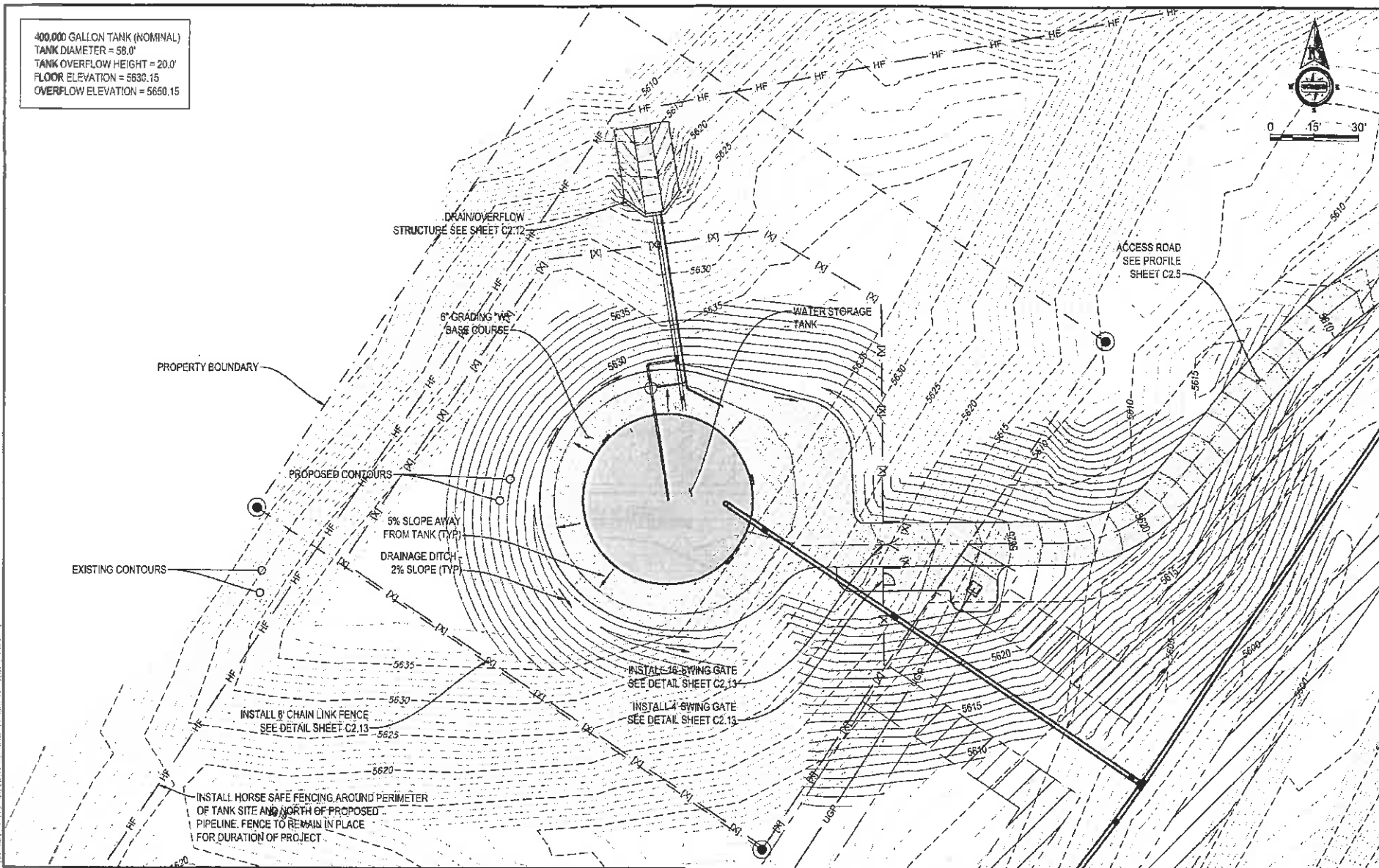
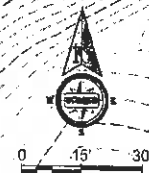
CASPER WYOMING

EAST ZONE III IMPROVEMENTS PROJECT
GENERAL NOTES

SHEET

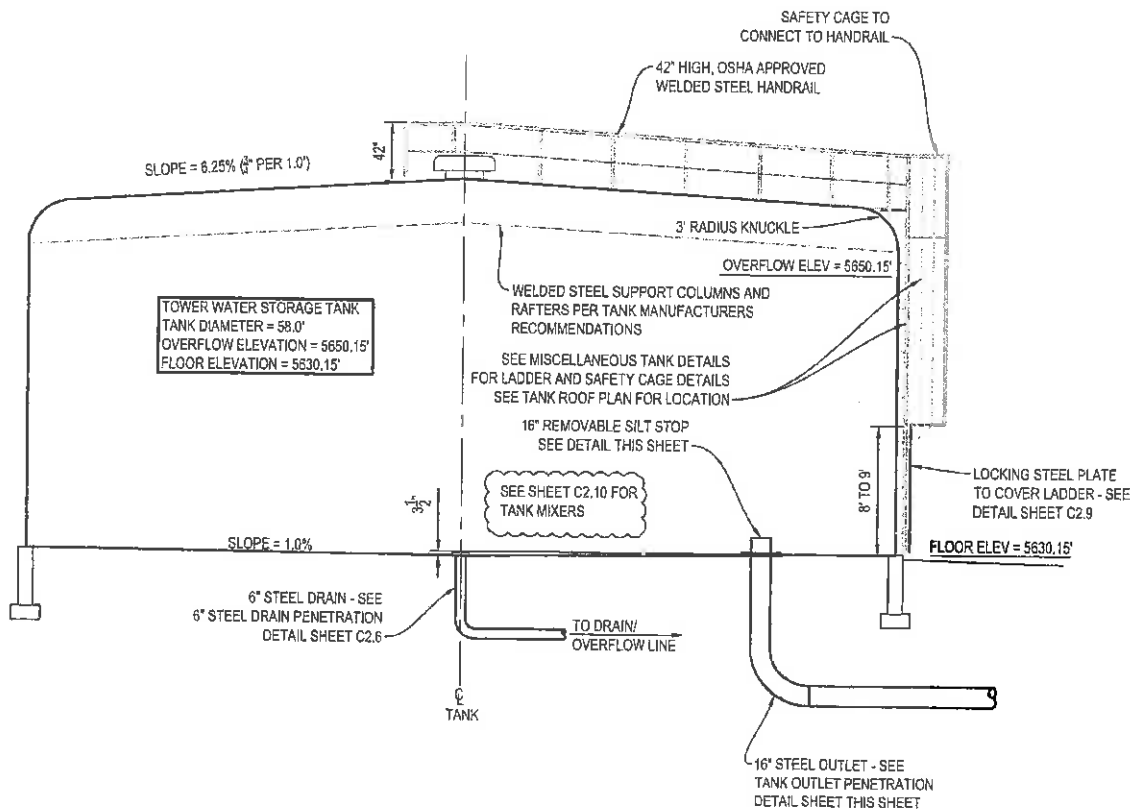
G.1.1 of 62

400,000 GALLON TANK (NOMINAL)
 TANK DIAMETER = 58.0'
 TANK OVERFLOW HEIGHT = 20.0'
 FLOOR ELEVATION = 5630.15
 OVERFLOW ELEVATION = 5650.15

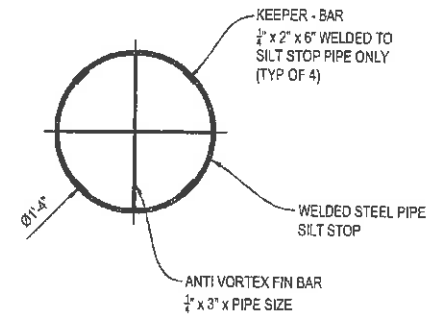


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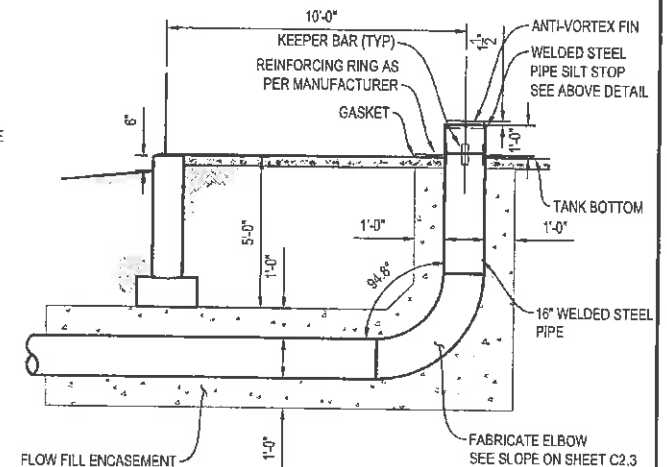
ALL WELDED STEEL PIPING AND FITTINGS SHALL BE FACTORY WELDED, LINED AND COATED. NO FIELD WELDING PERMITTED, UNLESS APPROVED BY THE ENGINEER.



TANK SECTION A-A
SCALE: 3/8" = 1'-0"



SILT STOP DETAIL
SCALE: 1" = 1'-0"



16" TANK INLET/OUTLET PENETRATION DETAIL
SCALE: 1/4" = 1'-0"

14-066	AC	HL	HL
07/17	07/17	07/17	07/17



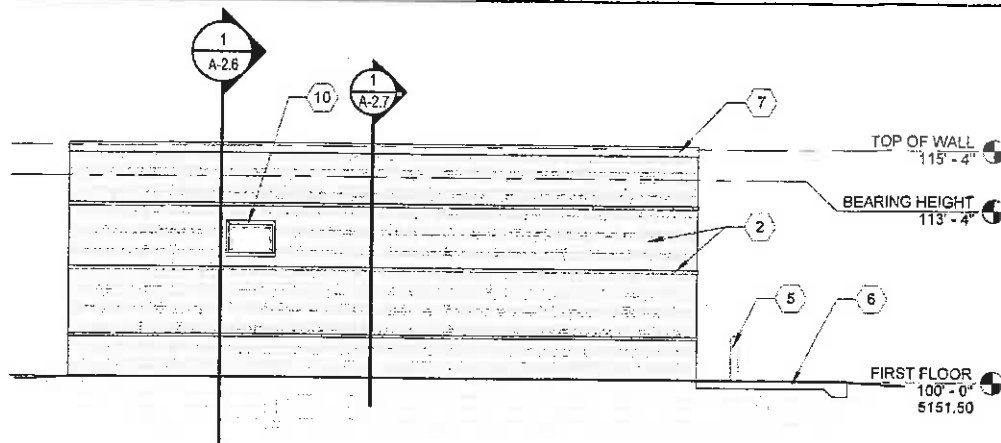
Civil Engineering Professionals, Inc.
6000 Enterprise Drive, Casper, Wyoming 82409 • (307) 266-4344 • (202) 466-9131 fax

CITY OF CASPER

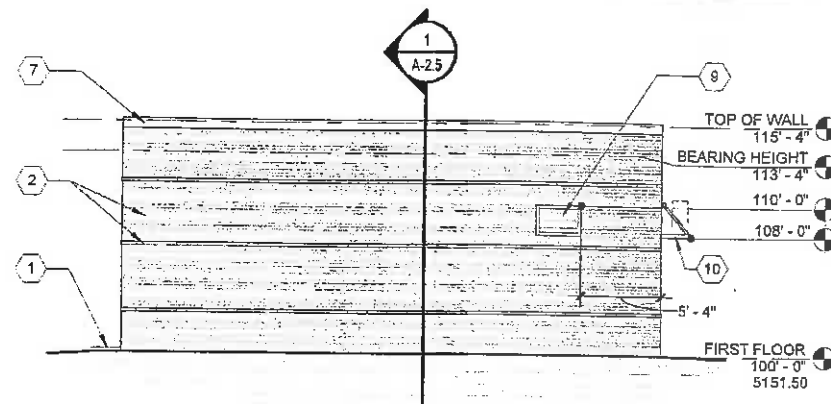
East Zone III Improvements Project
TANK DETAILS 2

SHEET

C27 67



SOUTH ELEVATION
1/8" = 1'-0"



WEST ELEVATION
1/8" = 1'-0"

ELEVATIONS KEYNOTES:

1. CONCRETE SPLASH BLOCK.
2. PERIMETER WALL: 8" X 8" X 16" CMU WALL WITH 4" BRICK VENEER. FIELD COLOR #1: MEDIUM RED MATTE (LAKEWOOD BRICK #170000, OR EQUAL.) FEATURE COLOR #2: MEDIUM BUFF MATTE (LAKEWOOD BRICK #900, OR EQUAL.) FINISH INTERIOR WALLS WITH BLOCK FILLER AND EPOXY PAINT.
3. 12'-0" X 10'-0" INSULATED COILING DOOR.
4. 3'-0" X 7'-0" H.M. DOOR IN H.M. FRAME.
5. 6" PIPE BOLLARD, SEE DETAIL 3 ON SHEET A2.3.
6. 6" CONCRETE APRON WITH THICKENED EDGE ON 4" GRADING "W" BASE, SEE CIVIL.
7. 24 GAUGE DARK BRONZE CLAD STEEL COPING.
8. DOWNSPOUT NOZZLE.
9. MECHANICAL LOUVER, SEE MECHANICAL FOR ADDITIONAL INFORMATION.
10. CONDENSING UNIT PLATFORM, SEE STRUCTURAL AND MECHANICAL FOR ADDITIONAL INFORMATION.

DATE	REVISIONS	CHECKED/APPROVED	W.O. NO.	DRAWN BY	CHECKED BY	APPROVED BY
			14-06C	PLG	PLG	TS
				04/16	04/16	04/16



Civil Engineering Professionals, Inc.
8001 Douglas Drive, Casper, Wyoming 82409 (307) 244-4316 (307) 244-0122 fax

CITY OF CASPER

CASPER,

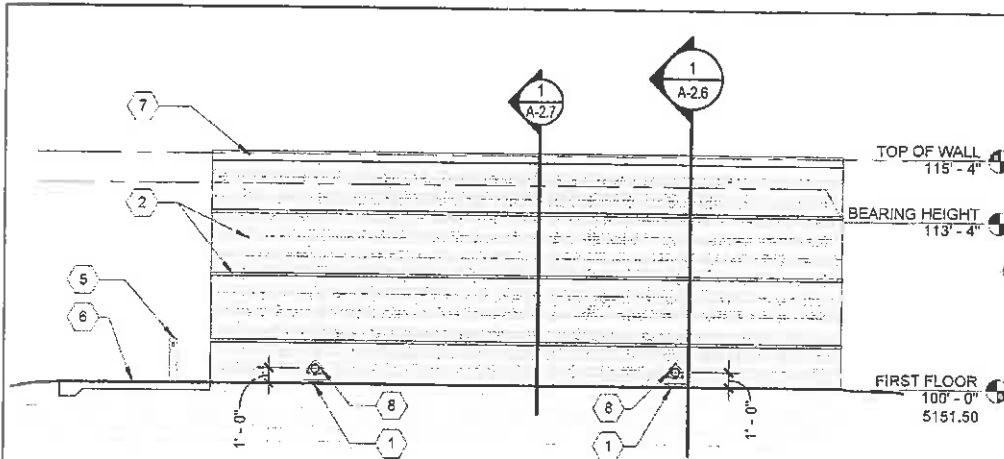
WYOMING

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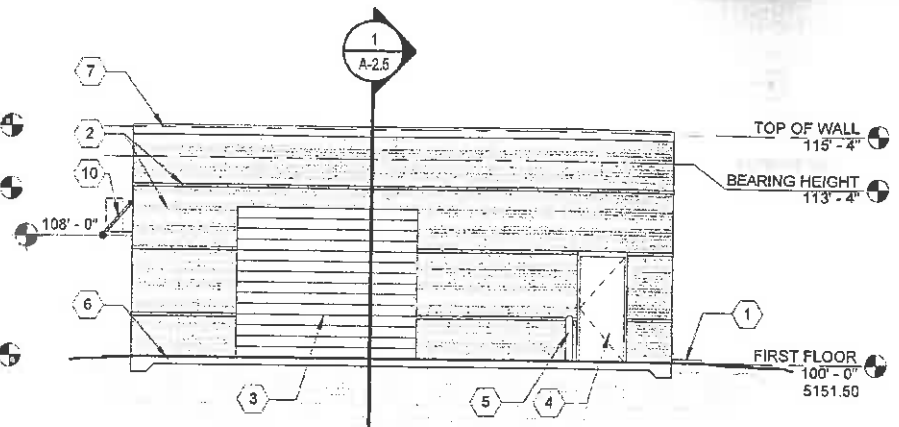
EXTERIOR ELEVATIONS

SHEET

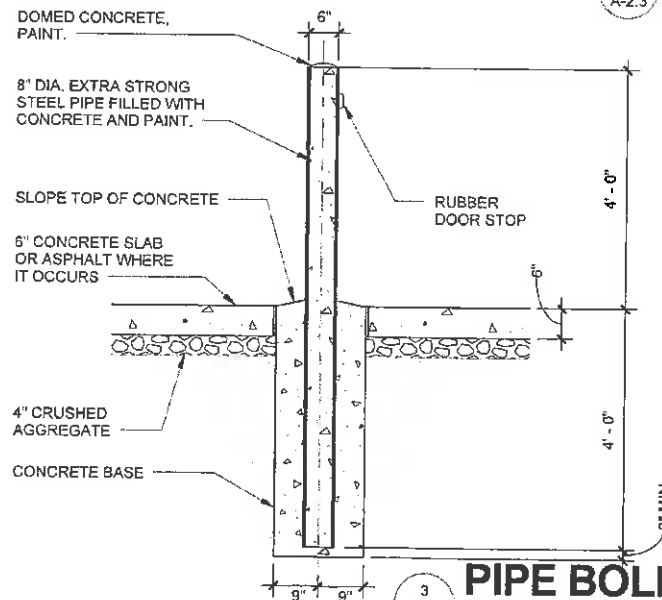
A-2.4 of 7



1 NORTH ELEVATION
A-2.3 1/8" = 1'-0"



2 EAST ELEVATION
A-2.3 1/8" = 1'-0"



3 PIPE BOLLARD SECTION
A-2.3 1/2" = 1'-0"

ELEVATIONS KEYNOTES:

1. CONCRETE SPLASH BLOCK.
2. PERIMETER WALL: 8" X 8" X 16" CMU WALL WITH 4" BRICK VENEER. FIELD COLOR #1: MEDIUM RED MATTE (LAKEWOOD BRICK #170000, OR EQUAL.) FEATURE COLOR #2: MEDIUM BUFF MATTE (LAKEWOOD BRICK #800, OR EQUAL.) FINISH INTERIOR WALLS WITH BLOCK FILLER AND EPOXY PAINT.
3. 12'-0" X 10'-0" INSULATED COILING DOOR.
4. 3'-0" X 7'-0" H.M. DOOR IN H.M. FRAME.
5. 8" PIPE BOLLARD, SEE DETAIL 3 ON SHEET A2.3.
6. 6" CONCRETE APRON WITH THICKENED EDGE ON 4" GRADING "W" BASE, SEE CIVIL.
7. 24 GAUGE DARK BRONZE CLAD STEEL COPING.
8. DOWNSPOUT NOZZLE.
9. MECHANICAL LOUVER, SEE MECHANICAL FOR ADDITIONAL INFORMATION.
10. CONDENSING UNIT PLATFORM, SEE STRUCTURAL AND MECHANICAL FOR ADDITIONAL INFORMATION.

DATE	REVISIONS	CHECKED/APPROVED	W.O. NO.	DRAWN BY:	CHECKED BY:	APPROVED BY:
			14-068	PLG 04/16	PLG 04/16	TS 04/16



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6016 E. Central Blvd. - Suite 100 - Casper, WY 82401 (307) 294-1414 (307) 294-1187 fax

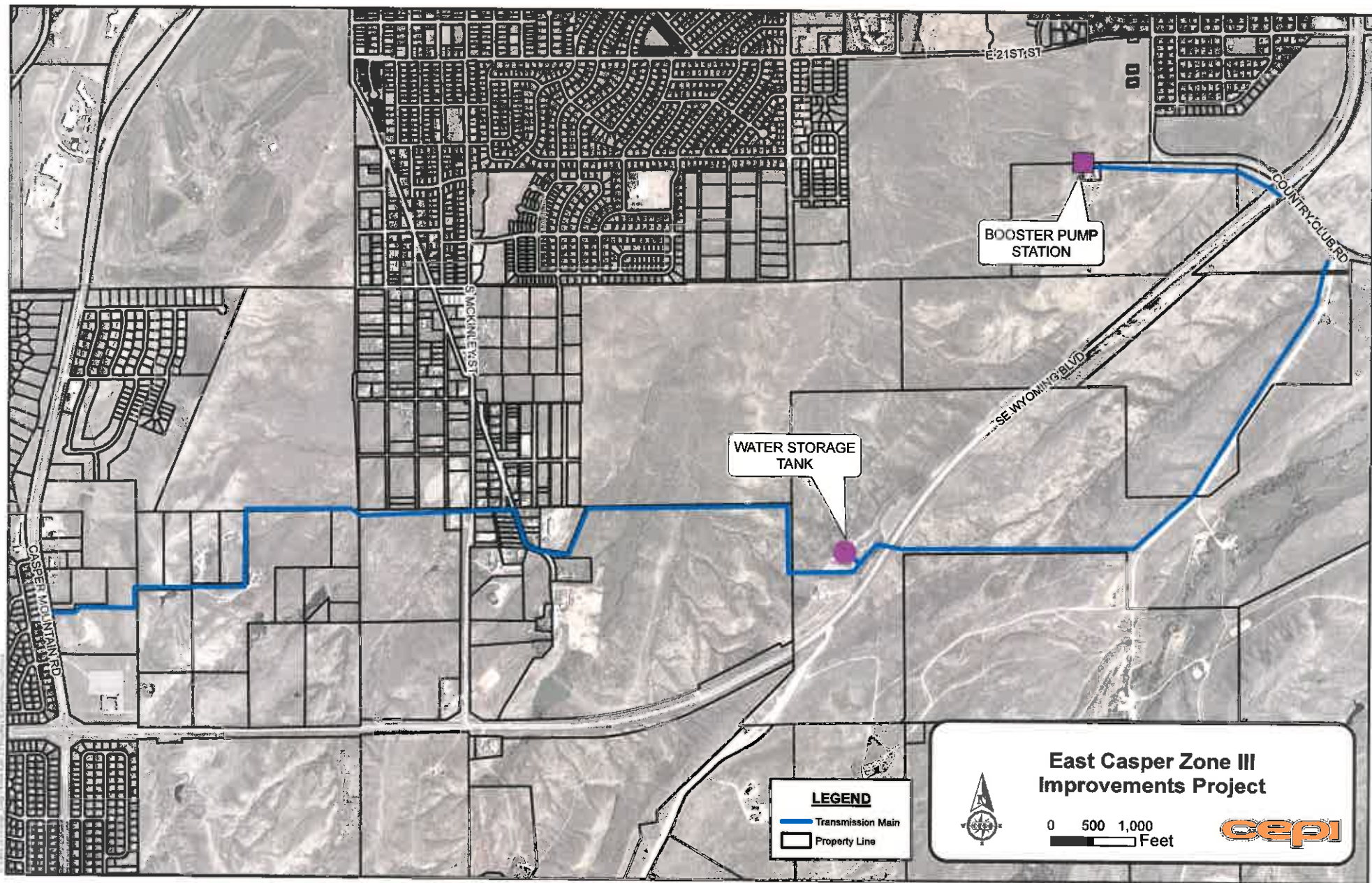
CITY OF CASPER

CASPER,

WYOMING

EXTERIOR ELEVATIONS

SHEET TYPE: SHEET
A-2.3 of 7





Department of Transportation

State of Wyoming



Matthew H. Mend
Governor

William T. Panos
Director

August 16, 2016

City of Casper
Attn: Daniel Sandoval
200 N. David Street
Casper, WY 82601

SUBJECT: Access Permit – NA-16Y-47820

Dear Mr. Sandoval,

The Wyoming Department of Transportation has approved your request to construct an access on Wyoming 258 to support a Water Tank Site.

I have enclosed a copy of the permit for your review. The "Requirements/Comments" section of the M-3P will show the details concerning construction. If you have any questions concerning the requirements in the permit, please notify me and I will review them with you and answer any questions.

Once the construction has been completed, please notify our Area Maintenance Foreman, Mr. Danny Hobbs at (307) 473-3248. Mr. Hobbs will then make a site visit and inspect it for compliance with the permit. Once accepted, you will be sent a finalized copy of the access permit – giving you legal access to the highway for your intended use.

If I may be of further assistance, please call me at (307) 473-3220.

Sincerely,

Richard Underwood
District Traffic Technician

900 Bryan Stock Trail
Casper, WY 82601



WYOMING DEPARTMENT OF TRANSPORTATION

ACCESS PERMIT

Permit Number:		NA-16Y-47820	
First Name:	City of Casper	Last Name:	Daniel Sandoval
Approach Width:	18'	Radius:	15"
Surface Type:	<input type="checkbox"/> Paved <input checked="" type="checkbox"/> Unpaved <input type="checkbox"/> Right of Way Ditch		
Drainage Structure Required:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Flared Ends:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Diameter or Width:	18"	Length:	52"
		Type:	CMP + 2FE's
Fore-Slope:	8X1		
Access Type:	Field <input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input checked="" type="checkbox"/> Major <input type="checkbox"/>		
Milepost:	14.664	Right <input type="checkbox"/> Left <input checked="" type="checkbox"/>	
Section:	29	Township:	33N
		Range:	79W
Highway Number:	258		
Entrance Type:	Both		Side of Highway:
			West
Latitude:	42 48' 44"	Longitude:	106 17' 37"
MAINTENANCE DIVISION : COMMENTS:			
Signature		Title	
Date			
DISTRICT TRAFFIC ENGINEERING: REQUIREMENTS / COMMENTS: Permitted for use to support maintaining a Water Tank Site only. See "Exhibit A" for requirements on slope, grade, fence, reseeding, traffic control and utility locates/adjustments. See reverse side of "Exhibit A" for Temporary Traffic Control detail for all work within 15' of shoulder. See "Fencing Instructions for Accesses" for details on constructing brace panels. Area to remain stocktight at all times by use of a steel gate. A culvert 52'X 18" with flared ends will be required. 4" Crushed Base (Grading W) or Recycled Plant Mix Pavement will be required for surfacing. A minimum of 95% compaction required on sub-grade and sub-base materials.			
Signature		Title	
Date			
Signature		Title	
Date			

Permit Number: NA-16Y-47820

THIS ACCESS IS HEREBY GRANTED, WITHIN THE CONDITIONS STATED HEREIN.

- 1) To construct the access in a safe manner so as not to interfere with existing authorized facilities previously permitted nor endanger public travel and to perform all related work in a neat and workman like manner, to use materials acceptable to the Wyoming Department of Transportation and leave the right-of-way clean and in a condition equal to or better than the original condition.
- 2) To fully protect any traffic on the highway during construction covered hereunder by proper barricades, flaggers, and/or signs as shown in the TRAFFIC CONTROL FOR ROADWAY WORK OPERATIONS manual.
- 3) That no access shall be constructed such that there will be parking or servicing of vehicles within the highway right-of-way.
- 4) That the profile grade of the access shall be constructed as indicated on attached sketch or plan sheet(s) and shall in no case be graded or maintained in such a way that water/mud will run out onto the highway surface.
- 5) That this permit shall become VOID if construction is not completed within 30 days after initiation of construction or one (1) year from approval date if construction has not been started.
- 6) That any change in access use or change in business type will nullify this access permit and a new application must be submitted for approval.
- 7) That the Wyoming Department of Transportation reserves the right to inspect this installation at any time during construction until accepted by the Department, and to require changes at any time necessary to provide protection of life and property on or adjacent to the highway. Once the access has been accepted by the Department it then becomes the property of the Wyoming Department of Transportation and theirs to maintain and repair except for snow or debris removal.
- 8) To any additional requirements as described in the DISTRICT MAINTENANCE/TRAFFIC ENGINEERING, REQUIREMENTS/COMMENTS sections on this permit, and/or any on attached sketch or plan sheets.
- 9) The applicant shall hold harmless the Transportation Commission of Wyoming, Wyoming Department of Transportation, and its appointed agents and employees against any action for personal injury or property damage sustained through use of this permit.

APPROVAL FOR CONSTRUCTION:

Mark Williams

Signature

D. T. E.

(District Engineer / District Traffic Engineer)

8/15/16

Date

CONSTRUCTION INSPECTED (MAINTENANCE):

I have inspected this access and have found the access to have been constructed as per the requirements described by this permit.

Signature

Title

Date

ACCESS ACCEPTANCE:

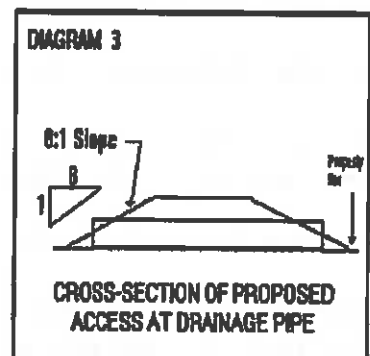
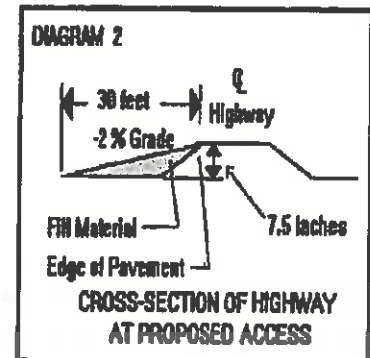
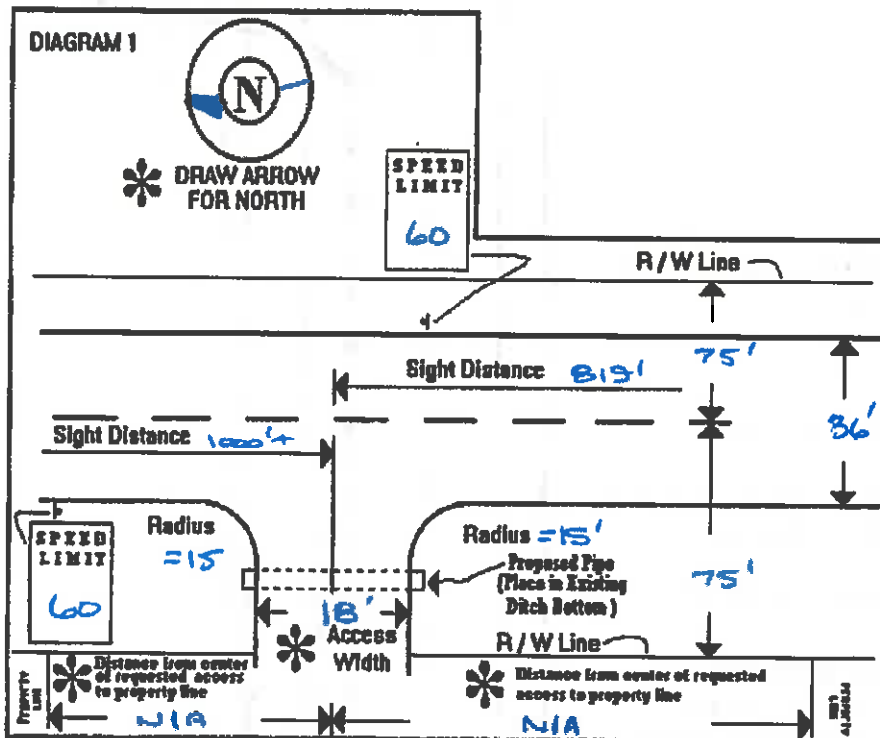
District personnel have inspected this access described on this permit and attached drawing(s) and have found the access to be constructed in the manner as prescribed on this permit and attached drawing(s).

Signature

(District Engineer / District Traffic Engineer)

Date

references: OPERATING POLICY 21-1 and RULES & REGULATIONS FOR ACCESS FACILITIES TO WYOMING STATE HIGHWAYS

EXHIBIT A**THIS SECTION TO FILLED OUT BY APPLICANT**NAME: City of Casper ADDRESS: 200 N. David CITY: Casper STATE: WYSECTION 29 TOWNSHIP 33N RANGE 79W ROUTE WY 258 MILEPOST 14.684 Lt.IS A MAILBOX REQUIRED? No**Residential Mailboxes (up to four):** A mailbox support will be provided by WYDOT. However, the postal patron will be required to install the support (as specified in the attached mailbox detail) and to install an approved U.S.P.S. mailbox. Utility locates should be called prior to installation.**Subdivision Mailboxes (more than four):** A mailbox support will not be provided and mailboxes must be placed on landowner's property. Utility locates should be called prior to installation.**Applicant's Instructions:** On this form, complete the above information, fill out the four (4) asterisked items on *Diagram 1*, (draw north arrow, complete requested access width and state the distance from center of access to each property line). In the field, mark the center of the requested access with a visible material so a field inspection of the access location will be possible.Permit # NA-15Y-47820Existing accesses within a half mile in either direction on same side of road. + 2000+ ' - 750'**Requirements (SEE REVERSE SIDE OF M-3 ACCESS PERMIT FOR APPLICABILITY)****GRADE:** A -2% grade (7.5 inch drop in 30 feet) must be maintained for the first 30 feet from the shoulder of the highway unless otherwise approved by the District Traffic Office, see Diagram 2.**SLOPE:** Shall be 8 to 1 or flatter. Access radius and fill materials must be contained within property frontage unless authorized by District Traffic Office, see Diagram 3.**PIPE:** All pipe to be minimum diameter of 18 inches of Corrugated Metal Pipe. Flared ends will be required on all pipe. Lengths will be determined by WYDOT.**UTILITY LOCATES & ADJUSTMENTS:** It will be the responsibility of the applicant to notify all utilities when construction work begins in the vicinity of any utility lines and to arrange for a representative of the utility to be present if the applicant's operations are in close proximity to any lines in their existing or relocated position. If utility adjustments are required, the applicant will be responsible for all costs involved.**RESEEDING:** All disturbed areas shall be reseeded with a seed mixture of any or all of the following - Western Wheat Grass, Bromegrass, Fairway Crested Wheat Grass, Pubescent Wheat Grass, Annual Rye Grass, and Green Needle Grass. Hand broadcasted at the rate of 38 pounds per acre, or drilled at 18 pounds per acre.**FENCE:** If the Right-of-Way fence is involved, you are required to furnish brace panels on both sides of the access, construct a gate or install a cattleguard. See attachment "Fencing Instructions for Accesses" for details on constructing brace panels. If you require a cattleguard, it must meet state specifications or be located on private property and maintained by the property owner.**CURB, GUTTER, SIDEWALK:** When construction involves curb & gutter and/or sidewalk, additional requirements must be met as directed by the Wyoming Department of Transportation.**SIGNAGE:** Any signs required must conform to the Manual on Uniform Traffic Control Devices (M.U.T.C.D.) Standards 2003 Edition. Sign placement will be specified in the "Comments/Requirements" section on the reverse side of the M-3 access permit.**Surfacing:** Commercial and Subdivision (more than six properties) accesses will require Plant Mix Pavement. See reverse side of M-3 access permit for required material depths.**Traffic Control:** See "Work Zone Requiring Temporary Shoulder Work" detail for work within 15 feet of shoulder. Lane Closures will require an additional traffic control plan. All persons working within the right of way will be required to wear ANSI Class 2 vests or clothing.

WORK ZONE REQUIRING TEMPORARY SHOULDER WORK

TRAFFIC CONTROL IS REQUIRED IF THE WORK AREA OR EQUIPMENT IS LESS THAN 15 FT. FROM THE EDGE OF TRAVEL WAY

DAYTIME OPERATIONS ONLY

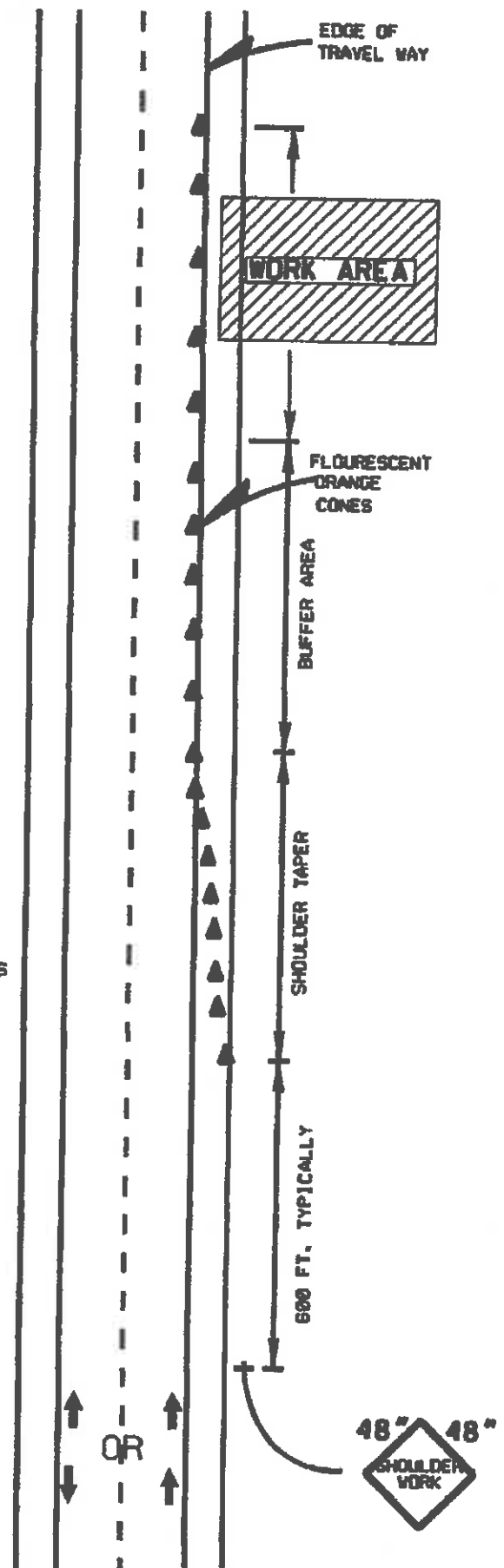
CHANNELIZING DEVICES (CONES) SHALL BE SPACED AT A DISTANCE

IN FEET EQUAL TO THE SPEED LIMIT ON THE TAPER. AND A SPACING OF TWICE THE SPEED LIMIT IN THE WORK AREA AND BUFFER AREA

A MINIMUM OF A 10 FT. DRIVING LANE MUST BE MAINTAINED AT ALL TIMES

ALL SIGNS SHALL HAVE A BLACK LEGEND & ORANGE BACKGROUND AND BE CONSTRUCTED OF HIGH INTENSITY RETROREFLECTIVE SHEETING

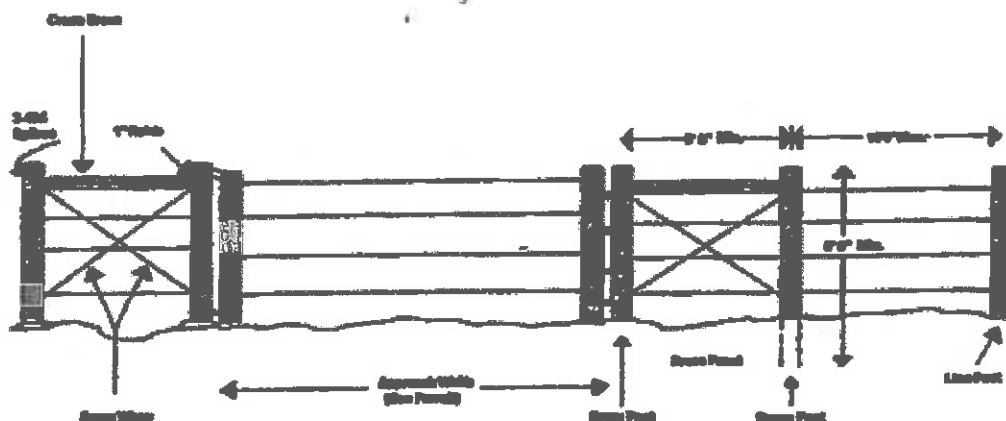
SPEED LIMIT MPH	LENGTH OF SHOULDER TAPER (FT.)					BUFFER LENGTH FT.
	WIDTH OF SHOULDER					
	4 FT.	6 FT.	8 FT.	10 FT.	12 FT.	
30	20	30	40	50	60	200
40	35	55	75	90	110	305
50	70	100	135	170	200	425
60	80	120	160	200	240	570
70	95	140	190	235	280	730



APPROVED
STANDARD

GATE ONLY

FENCING INSTRUCTIONS FOR ACCESSSES



ACCESSES WITH GATES MUST REMAIN STOCK TIGHT AT ALL TIMES

NOTES:

All accesses will include either a gate, standard cattleguard (located in the WYDOT fenceline) or a non-standard cattleguard (located a minimum of one foot behind the WYDOT fenceline). Standard cattleguards will be maintained by WYDOT forces and non-standard cattleguards must be maintained by the Landowner. Openings in the fenceline must remain stock tight at all times when not in use. Properties that include multiple users will be required to install either type of cattleguard.

1. **END POSTS** - End Posts shall not have a diameter less than 7" min. or greater than 10" max. and shall be 7' min. length. A notch 1" deep shall be cut into each brace post to support cross brace.

2. **BRACE POST** - Brace posts shall not have a diameter less than 6" or greater than 9" and shall be 6'6" min. length. A notch 1" deep shall be cut into each brace post to support cross brace.

3. **CROSS BRACES** - Cross Braces shall be wood and must have a min. diameter of 4" and be 6'3" in length. All cross shall be inserted into 1" notch and nailed to posts with atleast 3-40d spikes at each end.

4. **CATTLEGUARD WINGS** - Should be installed to insure a stock tight access.

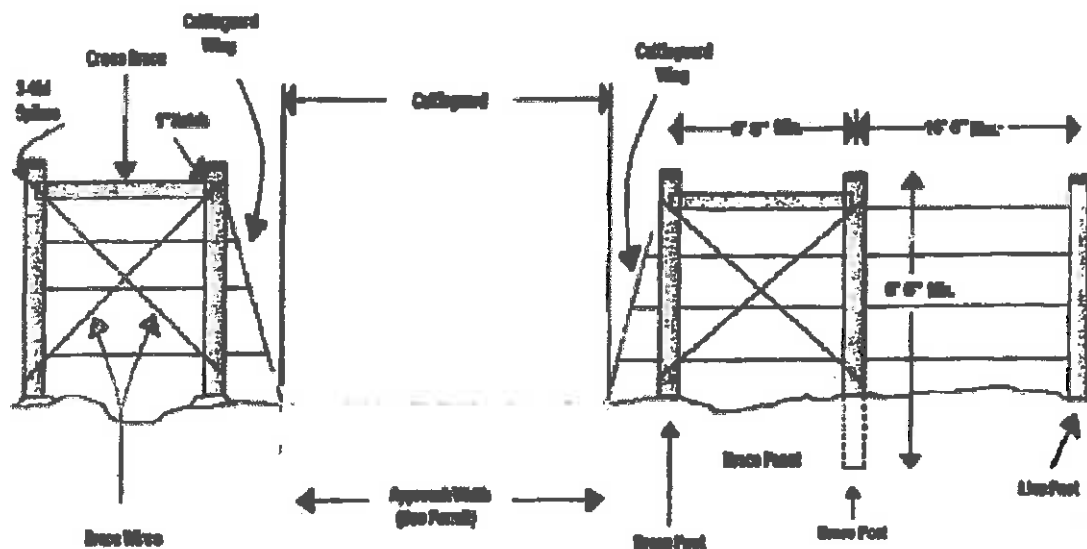
5. **BRACE WIRES** - Brace wire shall be formed by double wrapping and twisting 2 strands of 9 gage smooth wire or 4 strands of 12-1/2 gage galvanized wire (i.e. The cross-section of the complete brace wire between the two posts shall have either four 9 gage wires or eight 12-1/2 gage wires). The wire shall be fastened with staples on three sides of each post.

See other side for Standard and Non-Standard Cattleguard Instructions

FENCING INSTRUCTIONS FOR ACCESSES

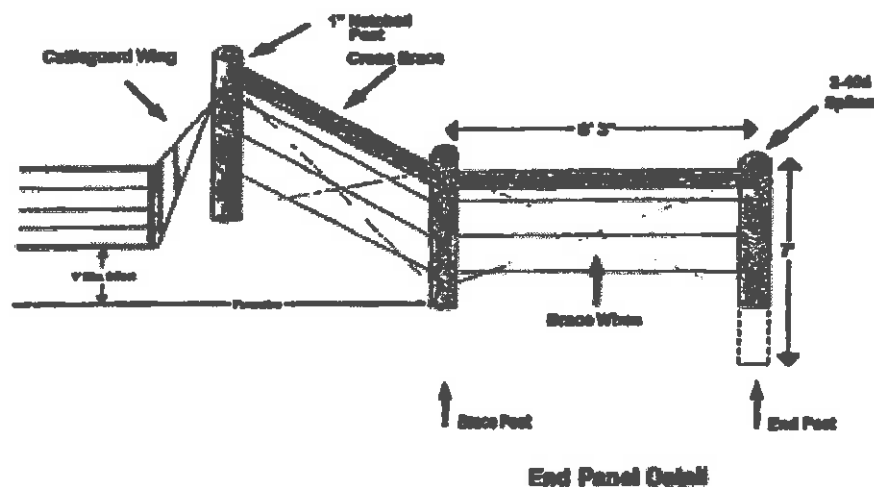
APPROVED STANDARD

CATTLE GUARD



APPROVED NON STANDARD

CATTLE GUARD



CONDITIONAL USE PERMIT REQUEST

CUP17-8

Staff Report: Trish Chavis
November 06, 2017

For

November 14, 2017
Planning and Zoning Commission

And

December 5, 2017
Board of County Commissioner Meeting

Applicant: City of Casper

Request: Install a new water storage tank and booster pump station as part of the East Zone III Improvements Project.

Location and Zoning

The water storage tank will be installed at 2992 SW Wyoming Blvd. The booster station will be located at another site adjacent to the water towers at 2600 Country Club Rd.

Both of these properties are zoned Urban Agriculture (UA).

Background

The proposed water tank and booster station are part of the East Zone III Improvements Project. This project is being done by the City of Casper in order to provide water service to higher elevation lands in east Casper, which have not been available up to this time.

Currently, the Zone III water service does not extend east beyond Casper Mountain Road, which has curtailed development in the southeast areas of the City of Casper growth area. This project will provide for future development of these areas.

General Standards
For
Conditional Use Permits

Conditional Use Permit to allow a water tank and booster station.

Criteria for Approval

1. Will granting the Conditional Use Permit contribute to an overburdening of county services?

Proposed Finding of Fact. There will be no county services needed at either of the locations. The parcels and tanks are owned and maintained by the City of Casper.

2. Will granting the Conditional Use Permit cause undue traffic, parking, population density or environmental problems?

Once the booster station and water tank are installed, there will be no additional traffic, parking or population density except in times of maintenance. These two facilities are unmanned.

Proposed Finding of Fact. Both of these locations are unmanned and no additional traffic, parking or population density shall occur nor will it cause environmental problems.

3. Will granting the Conditional Use Permit impair the use of adjacent property or alter the character of the neighborhood?

The location for the water was chosen to be down in an existing large gully in an attempt to hide the tank from view. To meet the required design elevation for Zone III, the tank could not be placed at the bottom of the gully as originally hoped. Roughly 10 feet of the tank will be above the height of the hill top and will only be visible from Wyoming Boulevard for a very short distance.

Proposed Finding of Fact. The addition of the booster station will not impair the use of adjacent property or alter the character of the neighborhood, as it will be located on a small parcel that currently has two water tanks and a communication tower.

4. Will granting the Conditional Use Permit detrimentally affect the public health, safety and welfare, or nullify the intent of the Development Plan or Zoning Resolution?

The booster station and water tank are located in Neighborhood 28 of the 2016 Development Plan. The recommendation for this area is to infill with residential and coordinate with the City of Casper for future annexation.

With an approved CUP, the booster station and water tank will be in compliance with the Zoning Resolution.

Proposed Finding of Fact. The addition of the water tank and booster station will not detrimentally affect the public health, safety or welfare. The East Zone III Improvement Project will bring public water to areas that do not currently have it available.

Public Comment

As of the date of this staff report, we have received one comment. The comment was in regards to the color of the tank, they ask that the tank be painted to blend into the landscape around it.

Staff sent the public notice to 431 neighbors within 1 mile.

Recommendation

Staff proposes a motion and vote by the Planning and Zoning Commission to recommend approval of the requested Conditional Use Permit, by the Board of County Commissioners and incorporate by reference all findings of fact set forth herein and make them a part thereof.

Trish Chavis

From: Craig Collins <ccollins@casperwy.gov>
Sent: Tuesday, September 26, 2017 9:45 AM
To: Trish Chavis
Subject: RE: Zone 3 Improvement Project

Trish:

I appreciate the inclusion, thank you! In this case, as much as I personally disagree with the Zone 3 project, I will adopt the organizational stance....."no comments."

Craig

From: Trish Chavis [<mailto:tchavis@natronacounty-wy.gov>]
Sent: Tuesday, September 26, 2017 8:58 AM
To: Craig Collins <ccollins@casperwy.gov>
Subject: Zone 3 Improvement Project

Craig-

We have received a CUP for a booster station and water tank for the City of Casper. I have attached the application and the plans. This is within the City of Casper Growth Boundary and within 1 mile of Casper. Can you review and send me any comments or objections that you may have?

This is approximately 600 feet from the Communication Tower CUP I sent a couple of weeks ago.

Thank you,

Trish Chavis, Planner
Natrona County Development Department
200 N. Center St. Ste 202
Casper, WY 82601
(307)235-9330

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All City of Casper e-mails and attachments are public records under the Wyoming Public Records Act, W.S. § 16-4-201 *et seq.*, and are subject to public disclosure pursuant to this Act.

Trish Chavis

From: Mark Williams <mark.williams@wyo.gov>
Sent: Tuesday, September 26, 2017 10:53 AM
To: Trish Chavis
Subject: Re: Water Tank

Trish,

Thanks for checking. We do not have any additional concerns.

Mark Williams, P.E.
District Traffic Engineer
(307) 473-3224
mark.williams@wyo.gov

On Tue, Sep 26, 2017 at 9:06 AM, Trish Chavis <tchavis@natronacounty-wy.gov> wrote:

Mark-

We have received a Conditional Use Permit from the City of Casper/CEPI for the new water tank. They have already received an approved access permit from WYDOT, but I wanted to see if you had any other concerns that need to be addressed.

If you do, please let me know. I have attached the plans and application for your review.

Thank you.

Trish Chavis, Planner

Natrona County Development Department

200 N. Center St, Ste 202

Casper, WY 82601

[\(307\)235-9330](tel:(307)235-9330)

Trish Chavis

From: Alan Corey <alan@cepi-casper.com>
Sent: Tuesday, September 19, 2017 10:27 AM
To: Trish Chavis
Cc: Nick; Alex Sveda; Bruce Martin
Subject: RE: New Water Tower

Trish,

Sorry I have a typo in my initial email. The nominal capacity of the tank is 400,000 gallons. Not 100,000 gallons.

Thank You

Alan Corey
Design Engineer
Civil Engineering Professionals, Inc.
6080 Enterprise Drive
Casper, Wyoming, 82609
(307) 266-4346 (office)
307-251-3369 (cell)
alan@cepi-casper.com



From: Alan Corey
Sent: Tuesday, September 19, 2017 10:05 AM
To: 'tchavis@natronacounty-wy.gov'
Cc: Nick; Alex Sveda; 'Bruce Martin'
Subject: RE: New Water Tower

Hello Trish,

The location of the tank is at 42.81°N, -106.295°W. The tank sits in the center of a 1-acre parcel, the property corners are located at 43.96°N, -106.276°W; 42.82°N, -106.296°W; 42.811°N, -106.295°W; and 42.812°N, -106.295°W. The final height to the top of the tank vent will be 32.67 feet above finished grade (elevation = 5662.82'). The diameter of the tank is 58' and has a nominal capacity of 100,000 gallons. Let me know if you have any other questions.

Thank You

Alan Corey
Design Engineer
Civil Engineering Professionals, Inc.
6080 Enterprise Drive
Casper, Wyoming, 82609
(307) 266-4346 (office)
307-251-3369 (cell)
alan@cepi-casper.com



From: Alex Sveda [<mailto:asveda@casperwy.gov>]
Sent: Monday, September 18, 2017 3:35 PM
To: Alan Corey
Cc: Nick
Subject: FW: New Water Tower

Alan,

Can you please see below and send Trish Chavis the information requested?

Thanks,

Alex Sveda, P.E.
Associate Engineer
City of Casper
200 North David St
Casper, WY 82601
P: 307 235-8341
F: 307 234-0709
asveda@casperwy.gov

From: Bruce Martin
Sent: Monday, September 18, 2017 3:02 PM
To: Alex Sveda <asveda@casperwy.gov>
Subject: FW: New Water Tower

Alex – would you have information that you could send to Trish?

Thanks,
Bruce

From: Trish Chavis [<mailto:tchavis@natronacounty-wy.gov>]
Sent: Monday, September 18, 2017 11:58 AM
To: Bruce Martin <bmartin@casperwy.gov>
Subject: New Water Tower

Bruce-

Can you give me the coordinates and description of the water tower (height/elevation) that will be going in near Wyoming Blvd? We have a communication tower Conditional Use Permit in the area of Scenic Route/Wyoming Blvd intersection.

Any information you can share would be greatly appreciated.

Thank you,

Trish Chavis, Planner

Trish Chavis

From: Alan Corey <alan@cepi-casper.com>
Sent: Tuesday, September 19, 2017 10:05 AM
To: Trish Chavis
Cc: Nick; Alex Sveda; Bruce Martin
Subject: RE: New Water Tower

Hello Trish,

The location of the tank is at 42.81°N, -106.295°W. The tank sits in the center of a 1-acre parcel, the property corners are located at 43.96°N, -106.276°W; 42.82°N, -106.296°W; 42.811°N, -106.295°W; and 42.812°N, -106.295°W. The final height to the top of the tank vent will be 32.67 feet above finished grade (elevation = 5662.82'). The diameter of the tank is 58' and has a nominal capacity of 100,000 gallons. Let me know if you have any other questions.

Thank You

Alan Corey
Design Engineer
Civil Engineering Professionals, Inc.
6080 Enterprise Drive
Casper, Wyoming, 82609
(307) 266-4346 (office)
307-251-3369 (cell)
alan@cepi-casper.com



From: Alex Sveda [<mailto:asveda@casperwy.gov>]
Sent: Monday, September 18, 2017 3:35 PM
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Thanks,

Alex Sveda, P.E.
Associate Engineer
City of Casper
200 North David St
Casper, WY 82601
P: 307 235-8341
F: 307 234-0709
asveda@casperwy.gov

received
9-21-17 [signature]

From: Bruce Martin
Sent: Monday, September 18, 2017 3:02 PM
To: Alex Sveda <asveda@casperwy.gov>
Subject: FW: New Water Tower

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Thanks,
Bruce

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Sent: Monday, September 18, 2017 11:58 AM
To: Bruce Martin <bmartin@casperwy.gov>
Subject: New Water Tower

Bruce-

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Any information you can share would be greatly appreciated.

Thank you,

Trish Chavis, Planner
Natrona County Development Department
200 N. Center St. Ste 202
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From: [Trish Chavis](#)
To: [Trish Chavis](#)
Subject: Comment on CUP17-8 proposal
Date: Thursday, October 26, 2017 1:01:48 PM

From: RICHARD CULBERTSON [<mailto:rwculbertson1@msn.com>]
Sent: Thursday, October 26, 2017 7:10 AM
To: Peggy Johnson <pjohnson@natronacounty-wy.gov>
Subject: Comment on CUP17-8 proposal

The area you plan on building the new water tank is part of a Mountain View from my home and many others. Please paint the tank a color which will blend in with the landscape around it, so that it does not spoil the environment view, taking in consideration the colors of the area year around. We don't want it sticking out "like a sore thumb" and ruining our environmental view. My home is on 24th & Lexington with my back yard view of Casper Mountain and the foothills.

Sent from [Mail](#) for Windows 10



11-07-2017

Natrona County Planning and Zoning Commission
200 North Center
Casper, WY 82601

Members of the Natrona County Planning and Zoning Commission,

I am writing in response to the notice I received in regards to the conditional use permit application filed by the City of Casper to install a 58' diameter, twenty foot tall water storage tank. The water storage tank will be approximately 300' to 500' off of Galles Stables property line. Galles Stables is directly affected by the placement of the water storage tank.

I am not in opposition to the water storage tank. I am, however, in opposition to where the water storage tank is being placed. My reasoning for opposition are the following:

1. First and foremost the property was sold to the City of Casper with the condition the water storage tank would be hidden from view (This information is established in the City of Casper additional information letter). I assume everyone's view to include the folks on Spring Creek, East Casper, Country Club, West Casper, Wyoming Blvd and all of the properties that sit below the ridge where this water storage tank is placed. As it sits now, it will be visible from everywhere except some of east Casper. It is not hidden.

Simply put, the City of Casper has not met their obligation to hide the water storage tank from view. The City of Casper in my mind did not go far enough and ask the surrounding area residents if the water storage tank sitting on top of the visible ridge was acceptable to them.

Had a conditional use permit been filed prior to construction, we wouldn't be faced with this predicament of what to do with the construction that has already been completed. The elevation of the water tank base and the end of the water line at Casper Mountain road should have been determined before promising to hide the water storage tank from view and purchasing a piece of property that wouldn't accomplish this request.

2. The placement and visibility of this water storage tank may have some affect on the value of Galles Stables property if and when we decide to develop the property. Today, we don't know that it will or will not have an effect, but it should be a consideration. All conditional use permits allow that as a consideration for allowing or rejecting the permit.
3. The water storage tank will be an eye sore, visible for residents on Spring Creek, residents at the foot of Casper Mountain, residents below the water storage tank, west Casper and Wyoming Blvd. It is on the horizon to all of these residents.

I have a couple of suggestions to hide the water storage tank from view, some methods will be costly. Had the conditional use permit been filed prior to construction, perhaps we could have solved the problem of where to locate the tank before it was built.

1. Purchase a shorter larger diameter water storage tank.
2. Build the hill side up around the entire perimeter until the tank is hidden from view on all sides, including Wyoming Blvd.
3. Move the water storage tank east and south from where it is presently located. There would be a larger area to build the hillside up around the tank.
4. Find a location where the water tank can be hidden from view.
5. Lower the water tank so that it is hidden from view.
6. Paint the water tank so that it blends in with the surroundings.

Please note, the City of Casper contractors, have continued to construct and erect the water storage tank and accessory building on Country Club Road, despite the fact they do not have the conditional permit in hand. By the time we have the public meeting to discuss this conditional use permit, the water storage tank and accessory building on Country Club Road, will be mostly built.

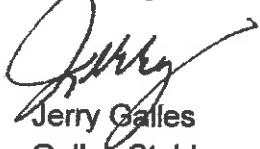
There were more than four hundred notices sent out to the area residents who are directly affected by the visual impact of the water storage tank. The Natrona County planner and her staff have spent many hours on this issue with filing the notices, postage and dealing with the inquiries from the public, including myself. The City of Casper should have ceased the construction of the water storage tank and accessory building out of respect for the county's zoning laws, until the conditional use permit was granted or other resolutions had been reached. It is as though the City of Casper doesn't think anything will come of this action or that awarding the conditional use permit is automatic.

Is the process of filing for a conditional use permit by the City of Casper just a waste of everyone's time? Do the concerns of the citizens of Natrona County not matter? Does the City of Casper treat the county zoning laws as a trivial nuisance.

In closing, let me ask you, would you like to look out your front window every morning, at that monstrous water storage tank every day? Probably not! If you were to go stand on that ridge, where the water storage tank is presently placed you will view from on top of that hill, what everyone in this part of Natrona County will see. The only other item that is noticeably visible on this ridge is the wooden cell tower forced on the county and the area residents in 2001 by the district court.

I respectfully ask that you request the city to hide the water storage tank by whatever means necessary. They should offer solutions to satisfy hiding the water storage tank.

Sincerely,

A handwritten signature in black ink, appearing to read "Jerry Galles", with a stylized flourish extending from the end.

Jerry Galles
Galles Stables
3332 Allendale
Casper, WY 82601

From: [Craig Collins](#)
To: [Trish Chavis](#)
Subject: RE: Zone 3 Improvement Project
Date: Tuesday, September 26, 2017 9:44:50 AM

Trish:

I appreciate the inclusion, thank you! In this case, as much as I personally disagree with the Zone 3 project, I will adopt the organizational stance....."no comments."

Craig

From: Trish Chavis [mailto:tchavis@natronacounty-wy.gov]
Sent: Tuesday, September 26, 2017 8:58 AM
To: Craig Collins <ccollins@casperwy.gov>
Subject: Zone 3 Improvement Project

Craig-

We have received a CUP for a booster station and water tank for the City of Casper. I have attached the application and the plans. This is within the City of Casper Growth Boundary and within 1 mile of Casper. Can you review and send me any comments or objections that you may have?

This is approximately 600 feet from the Communication Tower CUP I sent a couple of weeks ago.

Thank you,

Trish Chavis, Planner
Natrona County Development Department
200 N. Center St. Ste 202
Casper, WY 82601
(307)235-9330

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From: [Mark Williams](#)
To: [Trish Chavis](#)
Subject: Re: Water Tank
Date: Tuesday, September 26, 2017 10:53:14 AM

Trish,

Thanks for checking. We do not have any additional concerns.

Mark Williams, P.E.
District Traffic Engineer
(307) 473-3224
mark.williams@wyo.gov

On Tue, Sep 26, 2017 at 9:06 AM, Trish Chavis <tchavis@natronacounty-wy.gov> wrote:

Mark-

We have received a Conditional Use Permit from the City of Casper/CEPI for the new water tank. They have already received an approved access permit from WYDOT, but I wanted to see if you had any other concerns that need to be addressed.

If you do, please let me know. I have attached the plans and application for your review.

Thank you,

Trish Chavis, Planner

Natrona County Development Department

200 N. Center St. Ste 202

Casper, WY 82601

[\(307\)235-9330](tel:(307)235-9330)



Booster Station

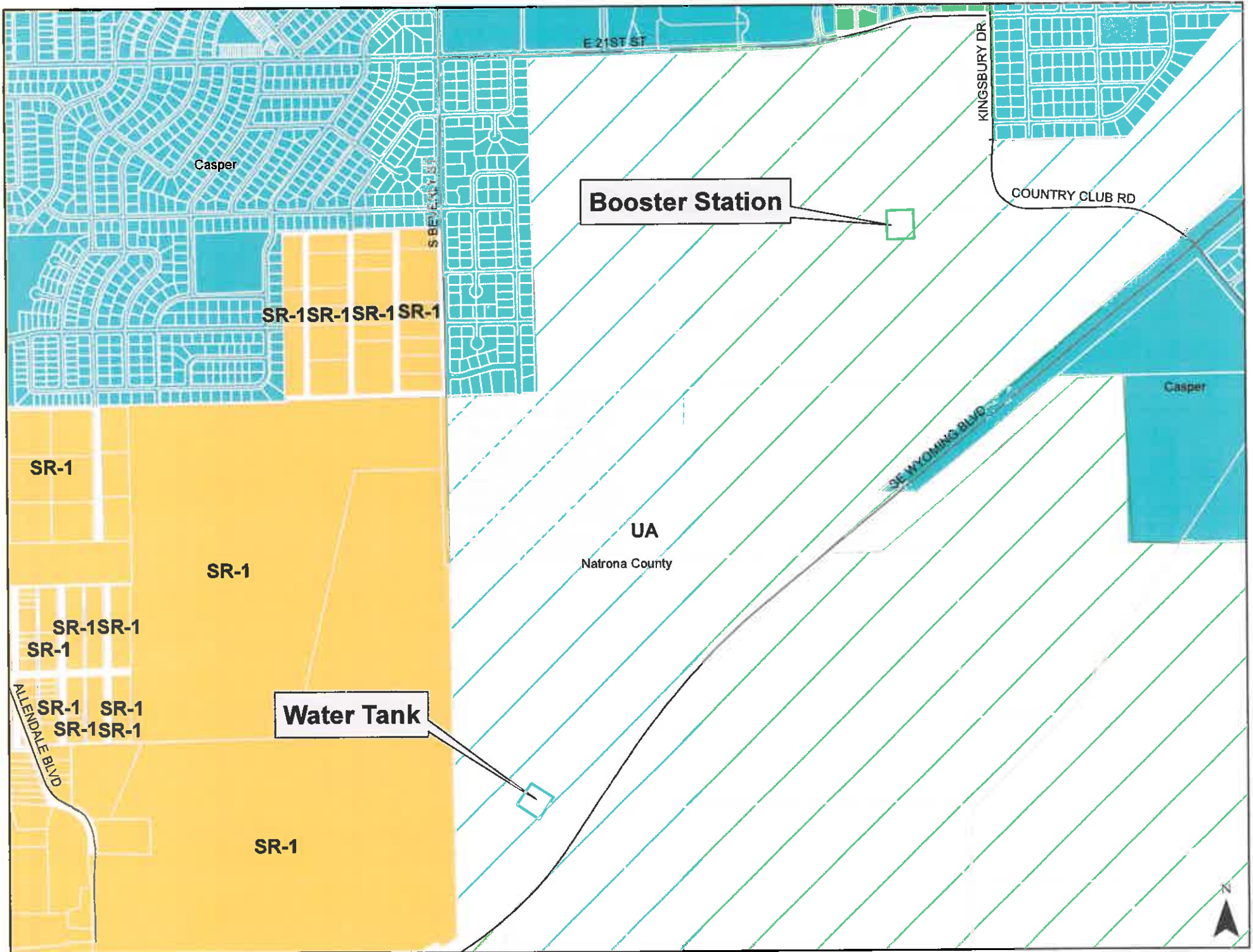
Water Tank

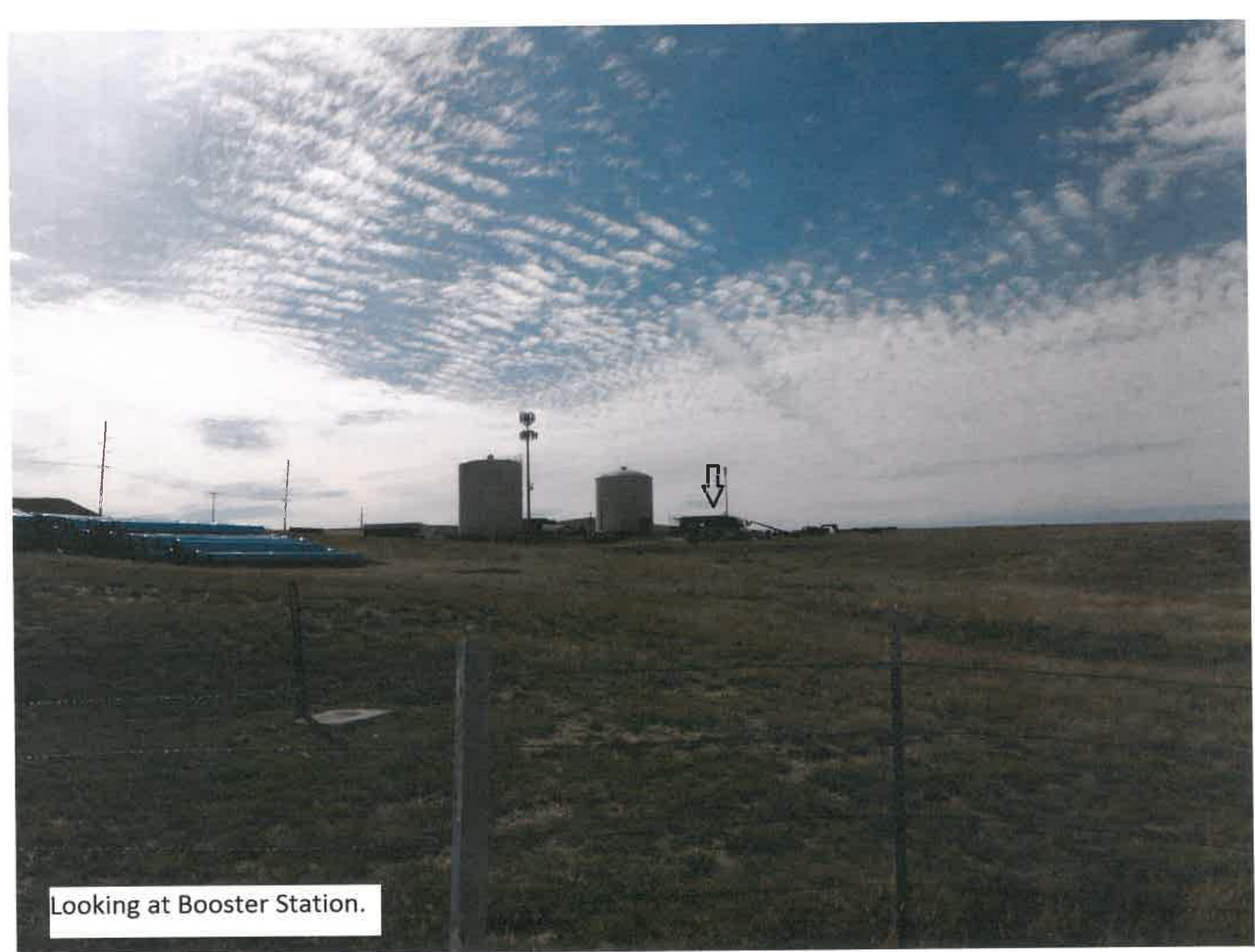
COUNTRY CLUB RD

SHEPHERD ST

SE WYOMING BLVD







Looking at Booster Station.





NATRONA COUNTY

Development Department

200 North Center Street, Room 205
Casper, WY 82601

Jason Gutierrez, PE, Director

County web: www.natronacounty-wy.gov

Phone: 307-235-9435

Fax: 307-235-9436

Email: jgutierrez@natronacounty-wy.gov

"The purpose of the Natrona County Development Department is to provide necessary services to implement sound land use planning and economic development policies to protect and enhance the quality of life for present and future inhabitants of Natrona County."

MEMORANDUM

To: Board of County Commissioners

From: Jason Gutierrez, PE

Date: February 14, 2018

RE: CUP17-8 – A request for approval of a Conditional Use Permit to install a Booster Station and Water Tank.

cc: Applicant, County Attorney, File

Planning and Zoning Commission Recommendation:

Approve /Conditions

At its February 13, 2018 meeting, the Planning Commission acted to recommend approval of the requested Conditional Use Permit to the Board of County Commissioners with the following conditions:

- The tank shall be painted Shale Green
- Add the Wyoming Cowboy Steamboat
- Provide the results of the weld x-rays

(Motion carried unanimously)

Board of County Commissioners Review and Procedure: The following options are available to the Board of County Commissioners when acting on an item:

- Approve the application as recommended by the Planning Commission;
- Approve the application as submitted;
- Approve the application on its own conditions;
- Deny the application;
- Remand the application to the Planning Commission for reconsideration;
- Table to a date specific; or with the express consent of the applicant, the Board may table indefinitely or dismiss the application.



City of Casper
Public Services Department
Casper, Wyoming
82601



January 19, 2018

Trish Chavis, Planner
Natrona County Development Department
200 N. Center St., Suite 202
Casper, WY 82601

Re: Community Meeting for Natrona County Conditional Use Permit 17-8 (CUP 17-8),
Installation of a Booster Station and Water Tank in relation to the East Casper Zone
3 Water System Improvements Project.

Dear Ms. Chavis,

The City Engineering Division held a community meeting on December 13, 2017 with neighborhood residents to discuss ideas on how to make the new water tank, located at 2992 Southeast Wyoming Boulevard, more cosmetically appealing. Please see the attached sign-in sheet which lists all attendees. After several ideas and options were discussed at the meeting, it was determined that painting the new water tank a color that would blend in with the existing landscape was the most viable option. Color palettes were exchanged after the meeting, and the following color recommendations were offered:

1. Shale Green (proposed by Jerry Galles, Natrona County Resident). Please see Pages 2 of 6 through 5 of 6 of the CEPI technical memorandum.
2. Gardenia (Proposed by City). Please see the attached Exhibit "A".

Although Shale Green color seems to be cosmetically appealing, the darker shade may cause issues with water quality. To avoid potential water quality issues, color alternates offered are "Nantucket Dune" and "Sand Dune". Please see the attached Exhibit "B", Exhibit "C", and technical memorandum from CEPI. The City of Casper feels that either "Nantucket Dune" or "Sand Dune" will offer a cosmetically appealing color that will blend in with the surrounding landscape without compromising water quality.

Please let me know if you have any questions.

Sincerely,

Alex Sveda, P.E.
Associate Engineer
City of Casper

Parks
1800 E. K Street
307-235-8281
Fax-235-8417

Streets
1800 E. K Street
307-235-8283
Fax-235-8417

Public Utilities
200 N. David
307-235-8213
Fax-234-0709

Engineering
200 N. David
307-235-8341
Fax-234-0709

Solid Waste
200 N. David
307-235-8246
Fax-235-7553

Wednesday, December 13, 2017

5:30pm

Name	Phone	Email
Alex Sveda	307 235-8341	asveda@CasperWY.gov
JERRY GALLER	307 254-2096	jengall@cs.cwebb.com
RUSH CHAVIS	307-235-9330	rchavis@natronacounty-wy.gov
Bob Bailey	307-262-7890	RLBAILEY@BRESNAN.NET
ALAN COFFEY	307-266-4656 307-266-4643 307-266-4346	ALAN@CEPI-CASPER.COM
Nick Larsen	307-266-4643 4346	nickl@cepi-casper.com
Jason Gutierrez - Natrona Co	259-9135	jgutierrez@NatronaCountyWY.gov
Andrew HARTMAN	735-3341	ahartman@CasperWY.gov
RUTH DOYLE HARTMAN	235-3141	darey.horse891@gmail.com
David Fanning	259-366	dfanning@CasperWY.gov





Gardenia

Exhibit "A" - Page 4 of 4 - Gardenia color for existing Casper Water Tanks

Interior / Exterior

Locator Number: 268-C1

SW 7527

Nantucket Dune

Interior / Exterior

Locator Number: 285-C2

Sand Dune

Exhibit "C" Page 1 of 1

Interior / Exterior

Locator Number: 197-C2



Technical Memorandum

Date: 1/19/2017
To: Alex Sveda
From: Nick Larsen *NL*
WO #: 14-066
Subject: East Zone 3 Tank Color

Mr. Galles has recommended Shale Green for the proposed East Zone III Water Storage Tank Color. While this color does blend in relatively well with the surrounding landscape, I am concerned that this color will be detrimental to the water quality and may create unnecessary long term maintenance issues. Shale Green is a darker color than the standardized City of Casper water storage tank color. The darker color of Shale Green will increase the temperature of the water in the storage tank. Higher water temperatures increase the likelihood of nitrification which creates a potential health concern.

Although I believe Shale Green blends in relatively well with the surrounding landscape, I recommend selecting a lighter color for the East Zone III Water Storage Tank to avoid potential water quality issues. The City of Casper Water Department has recommended a couple additional colors, Nantucket Dune and Sand Dune. These colors are a slightly lighter version of Shale Green; these colors will reduce the health concerns associated with the increased temperature while blending in better than the City's standardized color.

Attached are several renderings of the East Zone III Water Storage Tank colored Shale Green. The first attachment is a pdf containing scanned versions of the renderings from Mr. Galles. The second attachment is a jpg of the rendering created by CEPI.



R-117
G-109
B-89

F237-41 Shale Green



F237-41 Shale Green



F237-41 Shale Green



F237-41 Shale Green





NATRONA COUNTY, STATE OF WYOMING
LICENSE

License #: _____

Natrona County ("County") grants a license to the following governmental entity, CITY OF CASPER ("Licensee"), to access, construct, install, operate, use, maintain, and repair a 16" water transmission line ("Facility") on property used by County to operate and maintain a county road located at South McKinley Street / 31st Street / Allendale BLVD Casper, Natrona County, WY in Section 2 2 Township 33 N, Range 79 W in conformance with the specifications shown in attached Exhibit A. **County grants this License upon the terms herein. Licensee shall also comply with all applicable County resolutions.** If Licensee fails to comply with any term or applicable resolution, County may notify Licensee of Licensee's noncompliance and Licensee will have 30 days to cure. However, if Licensee's noncompliance creates a danger to public health, safety, or welfare, County may immediately revoke this License and/or mitigate such danger.

1. **Purpose.** This License is solely for Licensee for Facility identified herein.
2. **Disclaimer.** This License does not represent what property interest County has in the county road(s). County's interest in the county road is defined by the instrument that describes and allows the county road and Wyoming law. This License is contingent upon County's interest in the county road continuing; if such interest terminates, this License terminates and Licensee shall bear all damages it incurs from the termination.
3. **County's Rights.** This License does not change County's rights to access, construct, install, operate, maintain, repair, alter, and/or otherwise use the county road. If County changes the county road, Licensee, at its sole expense, shall relocate and/or otherwise alter its Facility as necessitated by the change and as directed by the Road & Bridge Superintendent or his/her designee ("Superintendent").
4. **Commencement Date.** On or after _____, Licensee shall commence construction and installation of Facility. Licensee shall obtain authorization from Superintendent prior to commencing work. If Licensee fails to complete construction and installation of Facility by the Completion Date shown below, plus any written extension to the Completion Date granted by County, County may revoke this License.
5. **Completion Date.** No later than _____, Licensee shall complete all construction and installation of Facility. Licensee shall notify Superintendent that Facility is complete within five days of completing Facility.
6. **Superintendent Directions.** Licensee shall comply with directions from Superintendent regarding this License.
7. **Access, Construction, Installation, Maintenance, Alteration, Repair, and Remove.** Licensee shall access, construct, install, maintain, alter, repair, and, if applicable, remove Facility:
 - A. in a professional workmanlike manner to the specifications and satisfaction of Superintendent at Licensee's sole expense; and
 - B. in a manner that does not interfere with the use, operation, maintenance, alteration, or repair of the county road; and
 - C. in a manner that does not endanger the public.
8. **Post-completion of Facility.** After Licensee completes construction and installation of Facility, Licensee shall obtain authorization from Superintendent prior to accessing, maintaining, altering, and/or repairing Facility. However, if Facility requires emergency repair, Licensee may commence such emergency repair and shall promptly notify Superintendent of the emergency.
9. **Costs.** Licensee is solely responsible for all costs of accessing, constructing, installing, maintaining, altering, and repairing Facility and all costs for repairing the county road within 180 days of completion of Facility and within 180 days of Licensee completing maintenance, alterations, and/or repairs to Facility. Additionally, Licensee is solely responsible for all costs incurred with Facility Location described below. Additionally, if applicable, Licensee is solely responsible for all costs of removing Facility. When costs are incurred due to private development, to the extent feasible, County will assess costs to the private developer to offset costs to Licensee.
10. **Facility Location.** Licensee shall comply with the Wyoming Underground Facilities Notification Act, Wyo. Stat. §§ 37-12-301, *et seq.* Additionally, Licensee shall provide Facility plans prepared by a licensed land surveyor that include the nature and elevation of the Facility tied both horizontally and vertically by coordinates to a public land survey corner to Superintendent within 30 days of completion of Facility.
11. **Revocation.** In addition to revocation for noncompliance with the terms of this License or an applicable resolution, County may revoke this License upon 90 days written notice to Licensee. If County revokes this License, Licensee shall remove Facility and restore county road to its pre-License condition or better as determined by Superintendent. If Licensee fails to remove Facility and/or restore county road within 270 days of the written notice, County may remove Facility and/or restore county road. Licensee shall pay County's costs for such removal and restoration.
12. **Governmental Immunity.** County and Licensee do not waive and specifically retain all rights and immunity provided by the Wyoming Governmental Claims Act, Wyo. Stat. §§ 1-39-101, *et seq.*, and all other immunities provided by law. County and Licensee specifically reserve the right to assert all rights, immunities, and defenses they have pursuant to the Wyoming Governmental Claims Act.
13. **No Indemnity.** Licensee does not indemnify County. County does not indemnify Licensee.
14. **Waiver.** If County waives noncompliance of a term of this License, it does not constitute a waiver of any prior or subsequent noncompliance. Failure to object to noncompliance does not constitute a waiver.
15. **Time.** Time is of the essence.
16. **Savings Clause.** If any portion of this License is determined by a court with jurisdiction to be illegal or unenforceable, the remainder of this License shall remain in effect.

ATTEST

NATRONA COUNTY

County Clerk

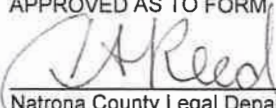
Date

Chair

Date

Board of Natrona County Commissioners

APPROVED AS TO FORM


Natrona County Legal Department

Road & Bridge Superintendent

PROJECT DOCUMENTS
FOR
**EAST ZONE III
IMPROVEMENTS
PROJECT**

Includes Addendum 1 and 2

FOR INFORMATION ON THIS PROJECT:

CIVIL ENGINEERING PROFESSIONALS, INC.
6080 ENTERPRISE DR. CASPER, WYOMING 82609
PHONE 1-307-266-4346 - FAX 1-307-266-0103
PROJECT MANAGER NICK LARSEN - x616
PROJECT ENGINEER ALAN COREY - x618

**CITY OF CASPER PROJECT NO. 13-38
CEPI PROJECT NO. 14-066
JULY, 2017**



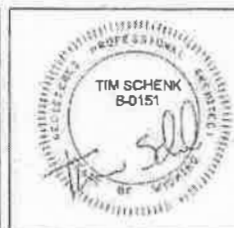
CITY OF CASPER
300 N. DAVID
CASPER, WYOMING 82601



Civil Engineering Professionals, Inc.
6080 Enterprise Drive, Casper, WY 82609
Phone 307.266.4346 Fax 307.266.0103
www.cepi-casper.com



CIVIL



ARCHITECT



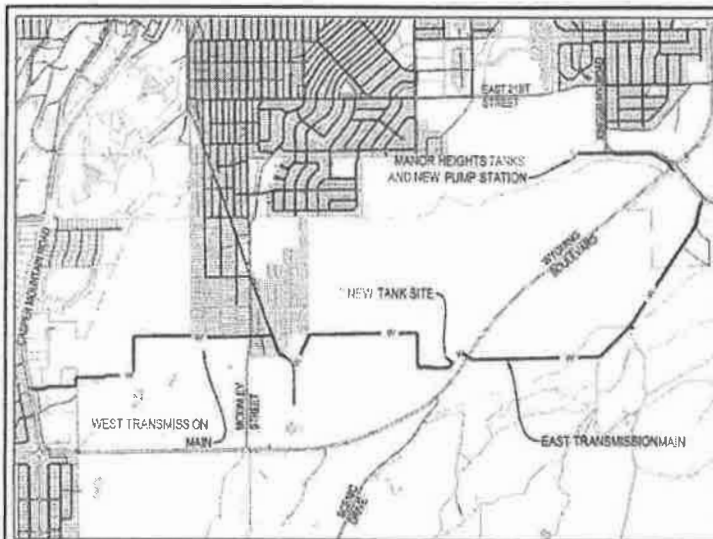
ELECTRICAL



STRUCTURAL



MECHANICAL



CASPER, WYOMING
VICINITY MAP

LEGEND

	EXISTING WATERLINE W/VALVE		CONSTRUCTION EASEMENT
	PROPOSED WATERLINE W/VALVE		EXISTING FIRE HYDRANT W/VALVE
	EXISTING SANITARY SEWER		PROPOSED FIRE HYDRANT W/VALVE
	PROPOSED SANITARY SEWER		EXISTING SANITARY SEWER MANHOLE
	EXISTING STORM SEWER		PROPOSED SANITARY SEWER MANHOLE
	PROPOSED STORM SEWER		EXISTING SANITARY SEWER CLEANOUT
	EXISTING PROPERTY LINE		PROPOSED SANITARY SEWER CLEANOUT
	PROPOSED PROPERTY LINE		EXISTING STORM SEWER MANHOLE
	EXISTING GAS LINE		PROPOSED STORM SEWER MANHOLE
	EXISTING UNDERGROUND POWER		EXISTING STORM SEWER INLET
	EXISTING OVERHEAD POWER W/POLE		PROPOSED STORM SEWER INLET
	EXISTING FENCE		EXISTING STORM SEWER RISER
	WILDLIFE FRIENDLY FENCE		PROPOSED STORM SEWER RISER
	HORSE SAFE FENCE		EXISTING AIR RELEASE VALVE
	CHAIN LINK FENCE		PROPOSED AIR RELEASE VALVE
	EXISTING EASEMENT		EXISTING SURVEY MONUMENT (TO BE PROTECTED)
	PROPOSED EASEMENT		EXISTING WATER SERVICE
			PROPOSED WATER SERVICE

GENERAL NOTES:

- NOTES GIVEN HERE SHALL APPLY TO ALL SHEETS.
- THE LOCATION OF THE EXISTING UTILITIES AND PIPELINES HAS BEEN SHOWN ON THE DRAWINGS BASED ON "AS-BUILT" MAPS AND LOCATION MAPS PROVIDED BY THE OWNER'S OF THE UTILITIES AND PIPELINES. THE EXACT LOCATION OF THESE FACILITIES MAY NOT BE SHOWN ACCURATELY ON THE DRAWINGS. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO CONTACT THE UTILITY AND/OR PIPELINE COMPANIES IN THE AREA OF THE PLANNED WORK AND SECURE EXACT LOCATIONS FOR THOSE FACILITIES. THE CONTRACTOR SHALL REQUEST THE OWNER OF THE UTILITY TO PROVIDE THE NATURE, LOCATION AND ELEVATION OF THE UTILITY AT EACH LOCATION AND AT WHATEVER INTERVAL IS NECESSARY FOR THE WORK. IF THE UTILITY COMPANY CANNOT OR WILL NOT PROVIDE THE INFORMATION, THE CONTRACTOR SHALL OBTAIN THE INFORMATION BY WHATEVER MEANS NECESSARY. FOR EACH LOCATION, THE UTILITY SHALL BE TIED BOTH HORIZONTALLY AND VERTICALLY, BY COORDINATES, TO A DATUM DETERMINED BY THE ENGINEER AND CERTIFIED BY A LICENSED SURVEYOR. THE CONTRACTOR SHALL SHOW THE NATURE, LOCATION AND ELEVATION OF THE UTILITY ON THE ENGINEER'S CONTRACT DRAWINGS AND PROVIDE A COPY OF THE INFORMATION TO THE OWNER. NO TRENCHING OR EXCAVATION OPERATIONS SHALL TAKE PLACE UNTIL ALL UTILITIES HAVE BEEN CONTACTED AND LOCATIONS AND ELEVATIONS OF THE UTILITIES CONFIRMED.
- OVERHEAD UTILITIES SHOULD BE RECOGNIZED BY THE CONTRACTOR AS A HAZARD. THE CONTRACTOR SHALL ABIDE BY W.S. 37-3-301 AT SEC. KNOWN AS THE WYOMING HIGH VOLTAGE POWER LINES AND SAFETY RESTRICTIONS ACT BEFORE BEGINNING ANY WORK UNDER OR NEAR THE UTILITY.
- ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE CITY OF CASPER STANDARD SPECIFICATIONS, LATEST EDITION.
- SERVICE SADDLES SHALL BE BRASS OR STAINLESS STEEL BANDS, NUTS, AND WASHERS, FORD STYLE 202B OR 202BS, WITH C.C. THREADS OR APPROVED EQUAL.
- 12" VALVES SHALL HAVE MECHANICAL JOINTS WITH MEGALUGS, 16" VALVES AND FITTINGS SHALL HAVE MECHANICAL JOINTS WITH MEGALUGS.
- COPPER SERVICES SHALL BE RECONNECTED WITH COPPER PIPE.
- PLUG AND BLOCK ABANDONED WATER MAINS WITH CONCRETE - CLOSE ALL ABANDONED VALVES, REMOVE VALVE BOXES AND FILL WITH SLURRY, REMOVE CONE OF ABANDONED MAINHOLES, FILL WITH SELECT BACKFILL.
- CORROSION PROTECTION SHALL BE FOR SOILS OF HIGH CORROSIVITY.
- ANY LEAD SERVICE PIPE ENCOUNTERED WILL BE REMOVED IN ITS ENTIRETY AND REPLACED WITH 1" POLY SERVICE LINE.
- ALL COPPER SERVICE PIPE SHALL BE REPAIRED WITH BRASS FITTINGS AND COPPER PIPE. NO POLY TO COPPER CONNECTIONS WILL BE ALLOWED.
- ALL HYDRANTS SHALL BE EQUIPPED WITH 5' STORZ PUMPER NOZZLE.
- ALL EXISTING FIRE HYDRANTS TO BE ABANDONED SHALL BE REMOVED WITH RISER DOWN TO THE HYDRANT SHOE AND SHALL BE DELIVERED TO THE WATER GARAGE AT DESIGNATED LOCATION.
- ALL WATER AND SEWER MAINS IN CLOSE PROXIMITY SHALL MEET THE SEPARATION REQUIREMENTS IN THE CITY OF CASPER STANDARD SPECIFICATIONS (DIVISION 500, SECTION 501.13, SECTION 501.05; DIVISION 200, SECTION 205.05) UNLESS OTHERWISE INSTRUCTED BY THE ENGINEER.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR EROSION AND SEDIMENT CONTROL MEASURES AS NECESSARY TO COMPLY WITH FEDERAL, STATE, COUNTY, AND TOWN REGULATIONS INCLUDING WYDES THAT PROHIBIT DISCHARGE OR POLLUTANTS, INCLUDING SEDIMENTS THAT ARE A RESULT OF EROSION OR OTHER CONSTRUCTION ACTIVITIES. THE CONTRACTOR SHALL PROVIDE DUST CONTROL AND SHALL CONDUCT WORK SO THAT SEDIMENT IS NOT TRANSPORTED ONTO THE ROADWAY OR ADJACENT PROPERTY. THE CONTRACTOR IS RESPONSIBLE FOR PREPARING AND MAINTAINING THE SWPPP.
- CONTRACTOR IS RESPONSIBLE FOR PREPARING, IMPLEMENTING, AND MAINTAINING ALL TRAFFIC CONTROL PLANS AND MEASURES, AS APPROVED BY THE CITY OF CASPER AND MEET ALL MUTCD STANDARDS.
- ALL CONCRETE CURB AND GUTTER, VALLEY PANS, AND FILLETS MUST BE COMPLETED PRIOR TO ASPHALT PATCHING OR OVERLAY.
- ALL COSTS ASSOCIATED WITH ANY WATER BREAK IN THE PROJECT LIMITS AFTER CONTRACTOR HAS MOBILIZED ONTO THE SITE WILL BE BORNE BY CONTRACTOR.
- PROPOSED WATER MAIN SHALL MAINTAIN SLOPE TO AIR RELEASE VALVES. CONTRACTOR SHALL ENSURE THERE ARE NO HIGH POINTS UNLESS THEY ARE LOCATED AT AIR RELEASE VALVES.
- CURB STOP FOR NEW SERVICES SHALL BE INSTALLED 3' INSIDE EASEMENT, UNLESS OTHERWISE DIRECTED BY THE ENGINEER.
- CONTRACTOR IS RESPONSIBLE FOR DETERMINING EARTHWORK QUANTITIES.

DATE: 07/12	PROJECT: 14-065	SCALE: AS SHOWN	DESIGNED BY: AC	CHECKED BY: ML	DATE: 07/12	CITY OF CASPER	GENERAL NOTES	SHEET 62
CEPI Civil Engineering Professionals, Inc.				Casper, Wyoming				

